

**SOUTH CENTRAL NEBRASKA UNIFIED SCHOOL DISTRICT #5
FACILITY USE GUIDELINES**

GENERAL GUIDELINES:

- The school has first call usage of all school facilities.
- No student(s), grade 12 or under, shall utilize the facilities without adult supervision.
- No street shoes are allowed on any gym floor.
- Gyms are to be used as such; which means to walk, run, play volleyball, play basketball, or any activity that corresponds to physical education. No roller blades, scooters, ice hockey, etc. will be allowed.
- Individuals or groups using the facilities shall be responsible for liability.
- A master calendar of facility usage shall be maintained by the District.
- Badges will be issued by the District Office for facility usage. To obtain a badge, individuals will be required to pay a \$10 fee. Once seasonal use is complete, a \$5 refund will be issued for returned badges.
- If badges are not returned by June 30, access will be revoked. If you wish to continue facility use, contact the District Office.
- Lost or damaged badges need reported to the District Office immediately. A new badge will be issued for a \$5 fee.
- Facility must be clean, trash taken out, and returned to the original condition.
- Reports of unsupervised children during facility use, may result in permissions being revoked.
- The school board and/or administration shall retain the right to revoke the usage of school facilities by any individual or group who does not comply with the outlined guidelines.
- The school board and/or administration shall establish a facility usage rental fee and shall be the determining official to implement the rental fee.
- No alcoholic beverages are to be consumed or brought into school facilities or on school grounds.
- All facilities are tobacco and drug free facilities.
- A fee will be charged per gym, per day if purpose is for profit. A fee may be assessed for other areas of the school also.

USAGE AGREEMENT:

Purpose of Use: _____

Date of Use: _____ Email Address: _____

TIMES:

- 5:30 A.M.-7:30 A.M. (Monday-Friday)
- 4:00 P.M. – 8:00 P.M. (Monday-Friday)
- 7:00 A.M. – 7:00 P.M. (WEEKEND)

SITE:

- Clay Center Weight Room
- Clay Center Gym
- Sandy Creek Weight Room
- Sandy Creek Elementary Gym
- Sandy Creek High School Gym

I have read the facility guidelines, understand those guidelines and will abide by those guidelines as an individual or group.

PRINT _____ SIGNATURE _____

School Official Signature: _____ DATE _____

Amount of FEE: \$ _____ PAID Cash Check # _____