

COMMUNITY USE OF SCHOOL FACILITIES

It is the School Committee's desire that maximum use of school property be enjoyed by the townspeople. It is the Committee's intent that such use will maintain safe conditions and preserve the property for school program use.

The Hull Public School Committee is committed to providing a tobacco-free environment for the health and well being of the entire school community – students, staff, and visitors to its facilities. It is the intention of the Hull Public School Committee to prohibit the use or distribution of tobacco products at all times whether or not school is in session within school buildings, on school grounds, on school buses or in other school vehicles, and at all school-sponsored functions in order to improve the health of students, all school personnel and visitors.

Use of school buildings and other facilities by organizations will be permitted only when a worthy educational, civic, or charitable purpose will be served; or a substantial group of citizens from the community will be benefited.

School facilities will be used according to the regulations and rental fee schedules recommended by the Superintendent and approved by the School Committee.

Permission for the use of facilities must be obtained through the school building level first and then through the office of the Superintendent of schools. Applications are available at all school buildings and at the Superintendents office for this purpose. Once approved, forms will be forwarded to the person who made the request and to the facilities manager, in a timely manner.

Eligibility

School facilities will be available for the following:

1. Public school activities;
2. Parent-teacher activities;
3. Official town public hearings and activities;
4. Meetings and activities sponsored by the School Committee and school personnel;
5. Parks and playgrounds activities;
6. Local nonprofit and noncommercial organization activities;
7. Metropolitan civic, educational, social, and religious organization activities if a substantial portion of the members are residents of the town; and
8. The activities of other organizations when approved by the School Committee.

School and Town Preference

The priority given requests for use of school facilities will be as follows:

1. School activities;
2. Town meetings and elections over other community activities; and
3. Parks and playgrounds.

LEGAL REFS: M.G.L. 71:71; 71:71B; 272:40A

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Hull Public Schools

SCHEDULED USE OF SCHOOL FACILITIES REGULATIONS AND PROCEDURES

Pursuant to M.G.L. ch.71 § 71, the following regulations and procedures will be used to implement Hull School Committee policy KF: Community Use of School Facilities and shall govern all requests to use school facilities:

1. A group and/or organization seeking to use school facilities shall be hereinafter referred to as “FACILITY USER.”
2. Applications for the use of athletic facilities will be made to the Hull High School Athletic Director/Community Outreach Coordinator (hereinafter “ATHLETIC DIRECTOR”). All other applications will be made at the office of the Superintendent. Decisions concerning each request will be made with consultation with the building principal or designee.
3. Requests for the use of school facilities will be made at least 10 days prior to the date of use unless waived at the discretion of the Superintendent or his/her designee.
4. School facilities may not be used for individual, private or commercial purposes, except with the permission of the Superintendent or his/her designee.
5. Any permit issued for the use of school facilities is only valid for FACILITY USER that was granted the permit.
6. All activities of FACILITY USERS must be under competent adult supervision approved by the Superintendent. In all cases, an assigned school employee will be present. FACILITY USERS will be responsible for any damage to school facilities or equipment during the term of their use.
7. Children must be supervised by an adult at all times.
8. The Hull Community Field sound system and scoreboard may only be used by those trained by the ATHLETIC DIRECTOR. Children may not operate the Hull Community Field sound system or scoreboard without adult supervision. ***No other individuals will be permitted in the press box.***
9. FACILITY USERS must designate one or more persons to be responsible for meeting all requirements and guidelines of this policy. One of such persons **MUST** be onsite during the entire time of field usage.
10. A Hull Public Schools custodian must be onsite during all field and facilities usage.

FACILITY USERS are responsible to pay a custodian fee for uses at times when a custodian is not otherwise on duty.

11. The use of Kitchen or other specialized school facilities will require special staff, such as kitchen, technology, or custodial staff. FACILITY USERS must request such staff at the time the application is made.
12. FACILITY USERS receiving permission to use school facilities are restricted to the dates and hours approved for the building area and facility specified, unless requested changes are approved in advance by the Superintendent or his/her designee.
13. FACILITY USERS will observe all fire and safety regulations posted within each facility.
14. It is the intention of the Hull Public School Committee to prohibit the use or distribution of tobacco products, vaping products and/or nicotine delivery system products at all times whether or not school is in session within school buildings, on school grounds, and at all school-sponsored functions in order to improve the health of students, all school personnel and visitors.
15. Possession, use or distribution of alcohol and controlled substances are prohibited on all school premises.
16. FACILITY USERS' decorations must be fireproof unless approved by the Superintendent or his/her designee, and must be erected and taken down in a manner not destructive to school property.
17. If FACILITY USERS rearrange any space/furniture during their use, such space/furniture must be put back in its original position at the end of their use.
18. Food and beverages are permitted in designated areas only.
19. Any food sold by FACILITY USERS must come from a licensed and approved source with proper packaging and labeling as required by the Hull Board of Health and state and federal food codes, unless otherwise authorized by the Superintendent or his/her designee.
20. The district reserves the right to limit the number of participants during the use of school facilities and/or to require a police detail. FACILITY USERS are responsible for acquisition and payment of police details when required.
21. FACILITY USERS shall, at their own expense, defend, indemnify and hold the Town of Hull and Hull Public Schools, its committees, agents, and employees harmless from and

against any and all claims, including but not limited to claims for personal injury or property damage, suits, demands, actions, damages, losses, liabilities, proceedings, litigation, costs and expenses, including without limitation reasonable attorney's fees. FACILITY USERS must provide a certificate of insurance.

22. The Hull Public School District shall receive priority for use of the Hull Community Field on Hull school days. During the "HHS Athletic Field Seasons," FACILITY USERS are encouraged to request use of the Hull Community Field on school days from 5:30 pm to 8:45 pm and anytime on weekends or holidays, except when high school games and/or practices have been scheduled or MIAA events are planned. The "HHS Athletic Field Seasons" run from the third week of August until Thanksgiving Day, and from the third Monday in March through the second week in June.
23. Permission for use of school facilities does not constitute a district endorsement of any organization, the beliefs of an organization or group, nor the expression of any opinion regarding any political candidate, or the expression of any opinion concerning any issue.
24. The School Committee will approve and periodically review a fee schedule for the use of school facilities, which shall be found in Hull School Committee Policy KF-E, School Facility Use Fee Schedule.
25. In the event that a FACILITY USER wishes to cancel a scheduled use of athletic facilities, FACILITY USER must speak with the ATHLETIC DIRECTOR a minimum of two (2) hours prior to the scheduled use. If the ATHLETIC DIRECTOR is not so notified, the FACILITY USER will be charged an automatic two (2) hour custodial fee (\$45.00/hour), unless the custodian was otherwise on duty during the scheduled use.
26. In lieu of the hourly rate, the Superintendent or his/her designee may establish a lump sum annual rental fee for use of any school facilities by Hull non-profit organizations and groups. Criteria to be considered in establishing a reduced rental fee include frequency of meetings (weekly, monthly, etc.), service and/or contribution to schools, and the condition of facilities after use.
27. The district reserves the right to decline any requests, revoke or deny use privileges for failure to comply with policy or due to facility conditions.
28. The School Committee reserves the right to cancel any permission granted.

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SCHOOL FACILITY USE FEE SCHEDULE

Facility	Group 1 Hull Public Schools clubs, teams, organizations	Group 2 Hull Public School- Related Organizations (PTOs, Boosters, Town Departments, etc.)	Group 3 Hull non-profit organizations and groups (Boy Scouts, Girl Scouts, Youth Sports, etc.)	Group 4 For-profit individuals and organizations
Classroom	No Charge	No Charge	No charge during regular building hours, otherwise custodian fees apply*	\$15/hour
Computer Labs*	No Charge	No Charge	No charge during regular building hours, otherwise custodian fees apply*	\$30/hour
Community Room	No Charge	No Charge	No charge during regular building hours, otherwise custodian fees apply*	\$30/hour
Gym	No Charge	No Charge	No charge during regular building hours, otherwise custodian fees apply*	\$30/hour
HS Auditorium*	No Charge	No Charge	No charge during regular building hours, otherwise custodian fees apply*	\$30/hour
Library	No Charge	No Charge	No charge during regular building hours, otherwise custodian fees apply*	\$30/hour
Cafeteria	No Charge	No Charge	No charge during regular building hours, otherwise custodian fees apply*	\$30/hour
Kitchen*	No Charge	No charge for facility; requires Kitchen Staff at \$45/hour	No charge during regular building hours, otherwise custodian fees apply*, also, this requires Kitchen Staff at \$45/hour	\$45/hour plus Kitchen Staff at \$45/hour
Dumpster/Trash	No Charge	No Charge	No charge during regular building hours, otherwise custodian fees apply*	\$55 /per event per dumpster
Custodians	No Charge	No Charge	No charge during regular building hours; after hours/weekends/holidays at \$45/hour	\$45/hour
Fields	No Charge	No Charge	No charge during regular building hours, otherwise custodian fees apply*	\$50/hour
Lights	No Charge	No Charge	No charge during regular building hours, otherwise custodian fees apply*	\$10/hour
Scoreboard/Sound System**	No Charge	\$15/hour**	\$15/hour**	\$25/hour**
Special Events***	No Charge	No Charge	No charge during regular building ours, otherwise custodian fees apply*	\$50/hour
Camps and Clinics****	No Charge	No Charge	No charge during regular building ours, otherwise custodian fees apply*	\$50/hour

* Use may require professional staff, technicians, or supervisors in addition to the hourly rate for the facility.

** Hull Community Field scoreboard and sound system may only be used by those trained by the Hull High School Athletic Director. Fee may be waived for youth sports representatives who have been trained by the athletic director. ***No other individuals will be permitted in the Hull Community Field press box.***

*** Special Events are defined as occasions during which school fields and/or facilities are used as neutral sites to host other towns, including but not limited to jamborees, tournaments, playoffs, benefits, tradeshow, craft fairs.

**** Camps and Clinics are defined as activities during which participants pay additional fees (i.e., not a regular season charge) to participate. Such payment could be to the league, the organization's treasury or a third party.

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TURF FIELD AND WALKING TRACK RULES

- NO food, gum, sports drinks, soda, coffee, hot cocoa. WATER ONLY!
- NO metal cleats or sharp objects that may penetrate the field or damage the track.
- NO alcohol, drugs or tobacco products of any kind.
- NO motor vehicles, bicycles, skateboards, roller blades or chairs on field or track.
- NO pets or animals of any kind allowed.
- Players, coaches, officials and game management personnel ONLY allowed on field.
- Fans must be seated in the bleachers or remain behind the field fence.
- All group activities must be scheduled and approved through the Athletic Department.
- Please respect and maintain the facility by disposing of all trash in the proper receptacles.
- Always lift and carry (DO NOT DRAG) goals and equipment.

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