

## **TRINITY CHRISTIAN SCHOOL BOARD STATEMENT OF POLICY FOR USE OF FACILITIES**

The Trinity Christian School Board supports and encourages use of the school facility. However, the education of TCS students is the prime consideration in reviewing requests for the use of the facilities by other groups. Facility will be made available to other groups when the use does not conflict with the needs of the school. Completed applications for use are to be submitted to the Director of Development. The Director of Development will place the application on the board agenda and make a recommendation to the Board. Formal approval by the Board is required.

The Trinity Board reserves the following rights: to decide which fees will be applicable; to disapprove applications; and to authorize the Director to revoke, without liability, prior approvals when he/she deems necessary or in the best interests of the school. Furthermore, the TCS Administration reserves the right to pre-empt any scheduled activity or event at any time that a student-related activity or event requires the use of the school.

Any organization or group requesting use of school facilities shall designate an office holding member of its group as being in charge of and responsible for the program or activity. This person shall in turn be responsible and shall be billed for the scheduled function where appropriate.

All groups or individuals requesting the use of school facilities do so with the understanding that they will make themselves knowledgeable about and aware of all applicable Board policies and procedures and they will abide by them. Failure to do so may result in the immediate termination of the use of the school facility as well as denial of future requests.

The organization assumed full responsibility for any damage or loss of school property arising from, or in any way connected with the subject activity and agrees to repair or replace such property promptly without expense to Trinity Christian. It will be at the sole discretion of TRINITY as to whether repair or replacement is necessary and how repair and replacements will be done.

No school official, employee or agent, or its Board, shall be held responsible for damages to property or other loss of material brought into the school buildings, nor shall any of them be held responsible for injuries to anyone which may occur on school property as a result of, in any way connected with, the subject activity.

Trinity insurance does not protect the property or interests of other organizations. Therefore, Trinity requires the organization to provide proof of liability insurance naming Trinity Christian as an additional insured.

Priorities for use of school facilities:

1. Approved Trinity curriculum and Trinity Christian student extracurricular activities
2. Trinity Christian Parent or other school-related activities
3. Christian community and non profit groups
4. Non-Christian community groups
5. For-Profit groups