

**SCHOOL DISTRICT NO. 73 (KAMLOOPS/THOMPSON)
POLICY**

Reference No. 309

Effective Date:
June 25, 2007

PUBLIC USE OF SCHOOL FACILITIES

School District facilities are public assets that are available for use on a rental basis provided that school programs and activities are not compromised.

REGULATIONS

1. Applications for use will be reviewed in the following order of priority:
 - a) School Programs
 - b) Thompson Rivers University Education Programs
 - c) Municipal Recreation and Culture Programs and Activities
 - d) Community Youth Groups such as Cubs, Scouts and Guides
 - e) Community and Recreational
 - f) Commercial and Private

The School District does not actively compete with commercial and rental premises. When no other suitable facilities are available, the District may rent to private and commercial user groups. Prevailing commercial rental rates will be levied in this instance.

2. Rental rates are established by the Board of Trustees from time to time.
3. The School District rentals department processes all applications for use. Application should not, therefore, be made at individual facilities.
4. The Board of School Trustees reserve the right to refuse a rental to any organization.
5. Use of School District facilities is subject to the issue of a permit by the District rental department. Permits in good standing are subject to compliance with rules of appropriate use of the facility as established by the Board of School Trustees from time to time. The rules are available from the District rental department and form part of the rental agreement.
6. All users must provide proof of third party liability insurance, that names the School District as an additional insured, in the amount of two million dollars (\$2,000,000). The insurance must remain in place for the duration of the rental agreement.
7. All School District property is smoke free. No smoking is allowed.