



**COMMUNITY USE OF SCHOOL DISTRICT PROPERTY AND FACILITIES**

**SCHEDULE OF USER FEES AND RULES OF USE**

<b>SCHEDULE OF USER FEES</b>		
<u>Type of Activity</u>		
1. Youth and Employee Groups	School Sanctioned Youth Groups Other Youth Groups Employee Groups	RMTA and CUPE *
2. Community Groups and Non-Profit Groups	Educational Organizations Adult Recreation, Community Groups or Commercial Youth Activities Dance Groups: Ballet, Aerobics, Jazz. etc.	
3. Commercial Groups	Banquets Dances Ceremony Commercial Endeavors Conferences	
<b>All groups other than school sanctioned youth groups using District facilities will be required to obtain their own liability insurance and proof of liability insurance must be provided.</b>		

**RATES (including GST)**

		<u>1. Youth/Employee</u>	<u>2. Community</u>	<u>3. Commercial</u>
<b>Single Use</b>	Classroom	No Charge	\$5.00	\$20/Hr. \$150/Day
	DTSS Theatre	No Charge	\$75/performance \$20/rehearsal	\$300/Day \$50/Hr.
	McKim Theatre	Separate Agreement	Separate Agreement	Separate Agreement
	Gymnasium	No Charge	\$15	\$450/Day
	Gymnasium/ Climbing Wall (Secondary & Middle)	No Charge	\$20	\$600/Day
	Video Conference System (internal groups only)	Separate Agreement	N/A	N/A
<b>Continuous Use ** (Sept-June)</b>	Classroom	No Charge	\$75.00	N/A
	DTSS Theatre	N/A	N/A	N/A
	McKim Theatre	Separate Agreement	Separate Agreement	Separate Agreement
	Gymnasium	No Charge	\$250.00	N/A

**\*\*Continuous Use is a combination of days, up to 21 times in the above period.**

**\*RMTA/CUPE: To be determined by separate agreement**

[POLICY 6000 COMMUNITY USE OF SCHOOL DISTRICT PROPERTY AND FACILITIES](#)  
[DISTRICT PRACTICE 6000 COMMUNITY USE OF SCHOOL DISTRICT PROPERTY AND FACILITIES](#)  
[FORM 6000 COMMUNITY USE OF SCHOOL DISTRICT PROPERTY AND FACILITIES](#)

ADOPTED: Feb.1999

Amended: Feb. 2000, Mar. 2003, Jun. 2006, Jun 2008, Feb. 2010, May 2013, Oct. 2015, Jan. 2020, April 12, 2022



## COMMUNITY USE OF SCHOOL DISTRICT PROPERTY AND FACILITIES

### SCHEDULE OF USER FEES AND RULES OF USE

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#### RULES GOVERNING THE USE OF SCHOOL FACILITIES

1. **Obey Rules:** All regulations issued by the Board of Education pertaining to the renting and use of school premises, as well as these rules posted in the particular premises concerned, must invariably be complied with.
2. **Non-Compliance and Damages:** Infraction of rules, or any occurrence of unreported damage to plant or equipment will result in suspension of use of any school property to the group found responsible. Any damage, beyond normal wear and tear, will be charged to the contract holder.
3. **Supervisors Required:** All groups using school facilities shall provide adequate supervision, by a mature person, of the activity. The right is reserved to evaluate the supervision. An individual appointed by the organization on duty throughout the occupancy, will:
  - a. make themselves known to the custodian on duty in the building;
  - b. enforce all Board rules;
  - c. supervise entrance and adjacent area to prevent unauthorized persons from entering the building;
  - d. limit activities to the area assigned to the group and restrict participants to these areas;
  - e. ensure that specified time is adhered to, or if slight variation becomes necessary in closing time, advise the custodian; and
  - f. ensure that all members are out of the building when the activity ceases.
4. **Smoking:** Smoking or the use of tobacco products is not permitted in School District buildings or on District property.
5. **Alcohol:** No alcoholic beverage shall be brought onto school property at any time, unless prior written permission is obtained from the Board of Education.
6. **Vacating Buildings:** All rentals must terminate by the time shown on the Rental Contract. Custodians on duty are authorized to close the premises at the time stated on the Rental Contract.
7. **Footwear:** Footwear which would damage gym floors or other areas specified in the permit, is not allowed where use is made for sports, square dancing, or other similar activities.
8. **P.A. Systems:** Use of the P.A. systems will be allowed only if the intended operator arranges with the School Principal to receive adequate instruction on the proper use of the system.
9. **Moving of Equipment:** Equipment, which the Board permits Lessees to use, must not be moved from one part of the building to another. Moving of all Board equipment must be handled by the Custodial or Maintenance Staff.
10. **Restricted Use:** Only the areas specifically mentioned in the Rental Contract may be used; access to other parts of the building is not included unless prior approval has been granted.
11. **Temporary Storage:** Temporary storage space may be allowed in the school, with prior approval of the Principal.
12. **Grounds:** Do not use grounds during and immediately following a rainfall if the surface is soft.
13. **Clean Up Grounds:** Lessees must clean up refuse left on the grounds by spectators and others who may be present.
14. **Restricted Use:** Only areas specifically mentioned in the Rental Contract may be used; access to additional areas is not included unless previous approval has been granted.
15. **School Use:** School functions take precedence over all others; any rental which may interfere with school instructional time will not be permitted.