## PUBLIC USE OF SCHOOL EQUIPMENT

## Background

The Division believes that school equipment may at times be needed to serve the community.

## Procedures

- 1. School equipment must be available for instructional purposes and so community use of school equipment within and outside of schools must be restricted to times when it is not required for student use.
- 2. When requests are made for community use of school equipment, the Principal shall take into consideration the durability and portability of the equipment, as well as the users' knowledge of the equipment.
- 3. A school may establish a fee for community use of school equipment or the school may lend equipment to the community as a part of the school's partnership program.
- 4. All school equipment lent or rented shall be properly recorded in the school office,
- 5. The Principal has the authority to refuse any outside request to borrow equipment.

December, 2003 Updates:

Reviewed: June, 2013' Jan. 2020

References Section 33, 51, 52, 53, 68, 197, 222 Education Act