

SUPPORT SERVICES

COMMUNITY USE OF FACILITIES

§6-27 Use of or Access to School Facilities for Non-School PurposesA. Authorization and Responsibility

School facilities, including buildings and grounds, are designed and constructed to support the educational programs of the school. Use of these facilities for school purposes shall have first priority.

When not needed for school purposes, school facilities may be made available to community organizations for use in accordance with applicable policies and administrative regulations. As used in this policy and policy §6-28, the term "organization" or "community organization" shall mean an organization located in Loudoun County or which organization's purpose is for the benefit of the citizens of Loudoun County, not organized for profit, which organization's purpose and function would qualify it for tax exempt status under Section 501(c) of the Internal Revenue Code (U.S.), and which organization does not discriminate as to its membership qualifications or attendance at any of its functions on any basis prohibited by the laws or Constitution of the United States or the Commonwealth of Virginia.

The building principal is authorized to approve use by community organizations when facilities are not needed for school purposes and is responsible for supervision of the proper use of facilities. The principal is further authorized to revoke permission of any organization that does not comply with applicable policies and regulations.

B. Conditions Governing Use

1. An employee of the School Board must be on duty whenever any school building is used by an eligible organization. If outside the normal duty hours of the employee, the using organization will reimburse the school system for the employee's time in accordance with established fees. The building administrator has the discretion to approve supervision by a Loudoun County Parks and Recreation employee. Such employee must have as his/her sole responsibility supervision of the building.
2. No school facility will be used for commercial or personal gain.

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3. No facility will be used for money-raising activities unless the proceeds are to be used for charitable, educational, cultural or other community welfare purposes.
4. School authorities shall have access to any meeting or activity held in or on school facilities.
5. Individual or family affairs are prohibited.
6. All using organizations shall agree to indemnify and hold harmless the School Board and all of its members and employees from any loss or injury incurred in connection with the use of school facilities.
7. After each use, organizations are required to make certain that the facility is clean and undamaged. Using organization shall promptly pay all necessary custodial and/or supervisory expenses. In the event of damage to school property, reimbursement shall be promptly made to Loudoun County Public Schools (County of Loudoun).
8. Using organizations shall be responsible for supervision of persons on school property in connection with use of facilities. The amount of supervision shall be agreed upon by the school principal and may, in the discretion of the principal, include a requirement of police protection. The applicant shall designate one person who will be present and will be responsible to the school principal for supervision of the use of the facility.
9. The Division Superintendent is authorized to establish administrative regulations governing use of school facilities as necessary to accomplish the intent of this policy.

B. Access

No school providing access and opportunity for the use of school facilities or to distribute literature may deny equal access or fair opportunity to use such school facilities or to distribute literature, or otherwise discriminate against the Boy Scouts of America or the Girl Scouts of the USA.

(continued)

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Military recruiting representatives of the Commonwealth and of the United States shall have equal access to high schools and to high school students on the same basis as is provided to persons or groups for occupational, professional or educational recruitment.

Legal References: §§[22.1-79.3\(E\)](#), [22.1-130.1](#), Code of Virginia

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