

## **USE OF SCHOOL FACILITIES**

For the use of buildings and grounds in Florence County School District Five, we agree to the following regulations.

- Ensure that proper use is made of the parts of the building requested and that care is taken of all equipment contained therein.
- Ensure that audience, spectators or participants use only that part of the building requested by the using organization or group. Other parts of the building must not be used.
- Make no alterations or adjustments and bring no large pieces of equipment into the building without securing permission from the principal of the school.
- Strictly observe fire regulations and ensure that exits are left clear for any emergency that may arise. Do not use decorations that are flammable, volatile liquids, explosives or any device producing open flames. Do not use electrical equipment that has been brought in without first securing permission from the principal of the school.
- Provide personnel to patrol corridors and other areas of the building in order to confine those in attendance to the parts of the building that are to be used.
- Arrange in advance to have the part or parts of the building to be used prepared.
- Enforce observance of smoking regulations and assume complete responsibility in the matter of prohibiting the use of alcoholic beverages in the buildings and on the premises in keeping with South Carolina law and board policies.
- Adhere to all board policies which have been developed for the use of school facilities by community groups.
- Leave the facility in as good condition as it was prior to use.
- Report any damage to the principal of the school immediately. (A property damage report will be submitted by the principal to the board. The board will select an individual to repair the damage with all costs borne by the agency.)