

ERVING ELEMENTARY SCHOOL

COMMUNITY USE POLICY FOR SCHOOL TRACK

Erving Elementary School (the School) is proud to serve as an institution of public education and community hub for outdoor recreational activity in the Town of Erving.

To that end, the School allows for public community use of its outdoor school track (the Track):

- (1) provided that such use does not interfere with primary use of the Track as a resource for School students and staff; and,
- (2) provided that such community use allows the track and all adjacent grounds and facilities, including restroom facilities, to be maintained in a safe condition for all.

Use of the school track by community members is subject to the following rules:

AT ALL TIMES:

- (1) The Track and all adjacent grounds and facilities, including restroom facilities, must be maintained by all visiting community members in a safe and clean condition.
- (2) Trash must be deposited in the proper receptacles located throughout school grounds.
- (3) No visiting community members may engage in illegal activities on School property.
- (4) Smoking and/or alcohol consumption is not permitted anywhere on School grounds.
- (5) The use of bicycles, skateboards, roller blades, scooters, and other vehicles on the Track is not permitted. However, visitors may use wheelchairs, walkers, and other necessary mobility aids.
- (6) Any cost or loss/damage beyond normal wear and tear arising out of community use of the Track, whether accidental or deliberate, will be the responsibility of the community member(s) who inflicted the damage or, if use of the Track was reserved at the time costs or loss/damage were incurred, of the group who reserved its use.
- (7) Children using the Track must be under competent adult supervision at all times.

DURING SCHOOL HOURS:

- (1) Use of the Track during school hours may not interfere or distract from School use or School programming; visiting community members may be asked to relocate or leave the grounds at any time and for any reason by School personnel.
- (2) During hours when school is in session, all community members who wish to use the Track must sign in as a Visitor in the school's main office. Permission to use the Track during School hours is granted at the discretion of the School administrators and may be refused at any time and for any reason.

WHEN SCHOOL IS NOT IN SESSION:

- (1) The Track is open to the use of all community members during non school hours from dawn to dusk, unless it has been reserved through the application process described below.
- (2) The School is not responsible for injury to persons or property that may occur when the Track is used during non-school hours.
- (3) Use of the track may be reserved during non-school hours by Town of Erving and not-for-profit groups at the discretion of School administrators. All groups seeking to reserve the Track must submit the Application for Use of the Erving Elementary School Track, which can be found at [school website], to the School's main office. Applications to reserve the Track may be denied for any reason.
- (4) Individuals or groups who reserve the Track assume responsibility for maintaining the Track and adjacent facilities, including restroom facilities, in a safe and clean condition.
- (5) Individuals or groups who reserve the Track assume responsibility for costs arising from any loss, damage, or injury to persons or property, whether accidental or deliberate, that occurs during the period of reserved use.
- (6) The School may require the presence of a custodian, other school employee, or police detail for an event. The individuals or groups who reserve the Track are responsible for reimbursing the school for the costs of additional personnel. Decisions on what staff are needed will be determined at the time of application approval and costs must be paid in full prior to use of the Track.
- (7) The School may, at its discretion, require individuals or groups reserving the Track to obtain suitable liability insurance.

The Community Use Policy for School Track is a companion to the Erving School Committee Community Use of School Grounds Policy (KFC dated 10-16-12) and the Erving School Committee Community Use of School Facilities (KF-R dated 9-15-15).

Reviewed and approved by the Erving Policy Committee: 12/19/17

First Reading by Erving School Committee: 01/16/18

Second Reading, First Vote by Erving School Committee: 02/12/18

Final Vote by Erving School Committee: 03/20/18