

REGULATION #10405.1

COMMUNITY USE OF SCHOOL BOARD EQUIPMENT

Where, pursuant to [Policy No. 10405 – Community Use of School Board Equipment](#), a principal determines that certain equipment in the school is to be made available for usage or rental, e.g. volleyball standards, basketballs, VCR, etc., the principal:

- a) Shall ensure that community use of the equipment in question does not hinder the normal operation of the regular school program.
- b) Shall, in consultation with the district administration, determine:
 - The manner in which the equipment is to be picked up, transported, and delivered.
 - What costs are to be assessed and collected for those transportation services.
 - How much of an appropriate deposit is to be made on the equipment used.
 - What rental fee is to be charged, considering the equipment used, duration of the rental, and other pertinent circumstances of the rental application.
- c) Shall ensure that the district's Accounts Department is apprised of any assessment required to replace losses or repair damage to equipment rented.

NOTE:

While equipment is not “normally” to be rented out or loaned, it is nevertheless recognized that Surrey School District and Surrey Parks and Recreation Commission have historically shared in the usage of each other's recreational equipment for outdoor education and activities. After items (a) through (c) above have been adhered to, other pertinent procedures for the orderly use of school district equipment by Surrey Parks and Recreation personnel shall be the obligation of the district administration officer with district physical education responsibilities.

Approved: 1987/09