



After Hours Use of School Facilities/Property Policy

Underlying Principles

We believe it is appropriate to allow after hours use of school facilities by organisations whose activities can be viewed as being consistent with the School's philosophies, and where such use does not impact on school or church activities in a negative way. The use of school facilities by third parties is a way of reaching out into the community, raising the profile of both church and school.

Policy

- Establish a process/mechanism to consider and approve use of facilities against the backdrop of needs of regular stakeholders.
- The first point of contact is to be the Business Manager.
- Where the out of hours use of facilities/equipment is shared with others appropriate consultation and communication should take place.
- Use of school facilities can only proceed when there is full compliance with all SMS (School Safety Management System), security, public liability and legal issues, and police checks if necessary.
- Staff are permitted to use school equipment for personal use, but must seek prior approval from the Business Manager or Principal before doing so. This equipment is not to be 'on-lent' and is to be for personal use only.

Bases of Discretion

Use of facilities must be cost neutral or better. The Principal to have power of veto.

Use of facilities must be resource neutral - no cost to administration or staff unless appropriately compensated.

Those seeking to use the school after hours may include local community groups, local government, other schools, other congregations and local businesses.

The school may impose costs in cases where it is deemed appropriate

Resources