

C.P.S CONDITIONS FOR USE OF SCHOOL BUILDINGS & GROUNDS

Please read the following conditions for use before completing the application form on the reverse.

1. The applicant agrees that the individual or organization will indemnify, save and hold harmless the school district from any and all claims for personal injury or property damage suffered, incurred or in any way connected to or arising from the applicant's use of the facilities, whether or not such claims are due or alleged to be due to the negligence of the school district, the applicant or any other person or entity or due to any other cause.
2. Prior to the use of facilities, the individual or organization will be required to submit a certificate of insurance satisfactory to the school district. Certificate of Insurance requires naming the district as an additional insured with a combined minimum limit of \$1,000,000 per occurrence for non-athletic events and \$2,000,000 for athletic events.
3. Once confirmed, a contract will be provided outlining all fees and expectations. A \$300 deposit must accompany the signed contract and returned to the The Morgan School, Attn: Casey Metz, 71 Killingworth Turnpike, Clinton, CT 06413 within 20 days of the scheduled event. The check will be deposited and credited on your final invoice.
4. At minimum, one custodian must be in attendance when a district building is in use. You will be notified if more than one custodian is required. If it is determined that security/police services are needed, we will notify you and arrangements are made separately with the Clinton Police Department.
5. At no time is smoking permitted in any school building or on school grounds.
6. At no time is the possession of, or consumption of alcoholic beverages permitted in any school building or on school grounds.
7. At no time will children be allowed to undertake planned activities without the direct supervision of an adult.
8. The sale and/or use of all refreshments are strictly prohibited in the school building or on the school grounds, except with written approval of the building principal.
9. In the event of breakage or damage to property or equipment, the applicant/organization assumes full responsibility for replacement and/or repair according to the judgment of the Board of Education or its designated representative.
10. All activities must cease in the building and on the school grounds by 9:30 P.M.
11. Buildings will be open thirty (30) minutes before an event and will close thirty (30) minutes after.
12. In the event of a cancellation, Casey Metz cmetz@clintonpublic.net must be notified at least 2 days prior to the event.
13. District events take precedence over all outside usage.