



8489 Madison Avenue NE • Bainbridge Island, WA 98110-2999 • 206-842-4714 • FAX 206-842-2928

APPLICATION TO USE SCHOOL FACILITIES/DISTRICT FIELDS

The Bainbridge Island School District's board of directors wishes to encourage the use of school facilities by the community as long as use is of lawful purpose, does not interfere with the conduct of the district's educational programs, and does not cause the district to bear undue financial burden. Community use of facilities is subject to the terms of district Policy and Procedures 6113 and the current schedule of user fees. (Available upon request.) Fees may be charged for the use of school facilities to ensure that funds intended for education of children are not used for other purposes. Permission to use a particular facility may be denied based upon the district's sole judgment. No person shall be denied the full enjoyment of the facilities because of race, color, sex, creed, religion, sexual orientation, ancestry, national origin, physical, sensory or mental abilities.

NAME OF ORGANIZATION _____

CONTACT NAME _____ NUMBER OF TEAMS/PARTICIPANTS _____

CONTACT EMAIL ADDRESS _____

ADDRESS _____ DAYTIME PHONE _____

NATURE AND PURPOSE OF ACTIVITY _____

NAME SPECIFIC FACILITY/SCHOOL/FIELD(S) REQUESTED _____

- Classroom Stage Auditorium Computer Room Conference Room
- Cafeteria Athletic Field Library Multipurpose Room Gym
- Kitchen Stadium LGI Commons Video Conference Rm.

DATES TO BE USED _____ TO _____ DAY OF WEEK _____

TIMES OF DAY/EVENING: FROM _____ AM/PM TO _____ AM/PM

WILL ADMISSION BE CHARGED? _____ WILL RESTROOMS BE NEEDED? _____

EQUIPMENT NEEDED: Chairs Tables Flag Podium Screen Microphone Projector Stadium Lights

FACILITY RENTAL FEES will be determined by the latest established rental schedule of user fees. If temporary restrooms are provided, an additional fee will be charged for their usage. Payment of charges shown on the application form is to be made to the district within 30 days of receipt of invoice. Charges may be levied to cover the cost of additional services not covered in the original agreement or for damages or agreement violations. The district reserves the right to require and charge for custodial and/or other authorized district employees to be on the premises before, during, or after the activity.

AGREEMENT AND INSURANCE

The person or organization entering into a rental agreement with Bainbridge Island School District #303 for the use of school facilities and equipment described above, certifies that the information given in this application is current and correct. The undersigned further states that he/she has the authority to make this application for the applicant and agrees that the applicant will observe all rules and regulations. The applicant further agrees to reimburse the school district for any damage arising from the applicant's use of said facilities. Any accident involving injury to participants or damages to facilities or equipment occurring during the use of school district facilities will be reported to the school district immediately.

_____(initial) **The applicant agrees to fully comply in accordance with the adoption of policies mandated for the Youth Sports-Management of Concussions and Head Injuries as prescribed by HB 1824, Section 2 and Sudden Cardiac Arrest Awareness as prescribed by SB 50836, Section 3, as amended in RCW 4.24.660 and Chapter 28A.600 RCW if applicable. Access to school facilities may not be granted until all requirements are complete and approved by the school district and/or designee. Applicant further agrees to provide proof of insurance as indicated in attached Compliance Statement for HB 1824, Youth Sport-Head Injury Policies and SB 5083, Sudden Cardiac Arrest Awareness form.**

The applicant agrees that the school district and its agents or employees will not be liable for any damage to person or property by reason of negligent acts of applicant, its agents, employees, invitees, attendees or subcontractors. Applicant agrees to protect, indemnify for legal costs and other expenses, and hold harmless, the school district, it's elected and appointed officers, directors, officials, employees, agents and staff from any and all claims, liabilities, damages, expenses or rights of action, or suits, arising out of injury to person or property from negligent acts of applicant, directly or indirectly attributable to user's activities and/or use of premises except for sole gross negligence of the district.

I have read the rules and regulations above and on the reverse side of this form and agree with the conditions and charges as established.

SIGNATURE OF APPLICANT _____ **Date** _____



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BAINBRIDGE ISLAND SCHOOL DISTRICT

Compliance Statement for HB 1824, **Youth Sports-Head Injury Policies** and SB 5083, **Sudden Cardiac Arrest Awareness**.

(Must be attached to any building/facility use request form)

_____ requests the use of the Bainbridge Island School District facilities for the following dates:

_____, a private nonprofit youth sports group, verifies all coaches, athletes and their parent/guardian have complied with mandated policies for, the **Management of Concussions and Head Injuries** as prescribed by HB 1824, Section 2 and **Sudden Cardiac Arrest Awareness** as prescribed by SB 5083, Section 3.

Attached is a proof of insurance under an accident and liability policy issued by an insurance company authorized to do business in Washington state covering any injury or damage with at least \$50,000 due to bodily injury or death of one person and at least \$100,000 due to bodily injury or death of two or more persons.

Signed:

Representative of Private Nonprofit Youth Sports Group

_____ (Date)

*Note: Access to school facilities may not be granted until all requirements of this application are complete and approved by the school district and/or designee.

RULES AND REGULATIONS

- Individuals, groups, and organizations are prohibited from discrimination if the activity being conducted in district facilities or on district grounds is open to the public. Discrimination based on the following categories is strictly prohibited: race, color, sex, creed, religion, sexual orientation, ancestry, national origin, physical, sensory or mental disabilities. The applicant/organization shall not practice discrimination of any kind.
- Applicant/organization is responsible for the safety and conduct of its participants and spectators.
- Satisfactory sponsorship and adequate adult supervision must be provided by the applicant at all times. Security may be required for some activities.
- Groups and individuals using facilities for special events and/or activities may be required to submit a certificate of insurance verifying proof of liability coverage.
- All events will be required to meet the occupancy load and fire and safety regulations of the city of Bainbridge and state of Washington.
- **Use of alcohol, tobacco and/or drugs is prohibited as defined by law and will result in the barred use of facilities. Profane language and/or other objectionable conduct may result in barred use of facilities.**
- **Firearms or other dangerous weapons are prohibited on school grounds as defined by law.**
- Games of chance, lotteries, and giving of door prizes are not allowed except where permitted by law and then only with proper permits.
- Access to facilities and services, except as otherwise addressed in these rules, shall be limited to that specified on the application.
- Alterations to the field/facility are prohibited without prior written approval. This may include such things as hanging signs, erecting backstops, placing goals, using masking tape on walls and floors etc.
- District-owned equipment shall not be removed from the facility. Groups or individuals cannot use district owned expendable supplies without prior written approval of the district.
- Applicants are responsible for special set-up requirements and clean up unless specifically requested in the application. Users shall be responsible for returning the facility to its original condition immediately following the event.
- Appropriate gym shoes are required for all activities on the uncovered floor of gymnasiums.
- Cancellations by applicants require at least a 24-hour notice. Otherwise, related actual costs of the district shall be borne by the applicant.
- Facility use is canceled when facility/building is closed due to an emergency or inclement weather.
- The district reserves the right to revoke any authorization issued for the use of a school building or grounds and, if rental has been paid, to refund such rental, less expense incurred by the district.

FOR SCHOOL DISTRICT USE ONLY

Approved Disapproved

Single event School year Summer Days Evenings Saturday Sunday & Holiday

Certificate of Insurance Requested Received Date: _____ (Attach to application)

Copies to: District Accounting
 Entered on Facilities/Fields Calendar
 Building File