

CLUB RULES AND FEES FOR USE OF DISTRICT FACILITIES GUIDELINE

The following types of non-profit organizations may have access to school facilities: AAU basketball, USVBA volleyball, wrestling club, etc. It is the philosophy of the Iowa City Community School Board that the District facilities be used by the community in a manner that encourages use but does not detract or interfere with the District's primary mission - the education of children. It is required that one representative of a user group/club will be responsible for developing a usage schedule for their respective user group. ICCSD activities take precedence over any facility use. Regardless of reservation, if an unforeseen school district activity arises your reservation may be bumped.

1. The members of club teams shall all be Iowa City Community School District Children. Use of Iowa City Community School District facilities is limited to serving the students who reside in the district and who attend the Iowa City schools. Team rosters including parent name and home address will be required.
2. All teams must be associated with designated affiliate for insurance purposes. Coaches must be sponsored and registered with the affiliated organization. Proof of liability insurance is required prior to any use taking place.
3. Reservations will be taken on a quarterly basis only. Priority scheduling will take place allowing school activities/programs to be scheduled first, followed by high school feeder activities/programs, and then all other activities/programs. The district reserves the right to limit the number of use allowed by a group per week and/or per month.
4. A volunteer from the clubs will coordinate all scheduling of school facilities. No events may be programmed without being scheduled through the club coordinator and the school district contact person.
5. Teams are to be in the facilities only during their scheduled times. Late changes, alterations to the schedule, or dual use of the facility are not permitted. Teams using facilities outside scheduled times or using portions of the facilities not under agreement could be subject to forfeiting any future use. Teams scheduling a time and not showing up without canceling could be subject to forfeiting any future use.
6. Coaches are responsible for maintaining the facility with adequate and responsible supervision, cleaning up of all debris, returning of equipment to how it was found, etc. Lights must be turned off and doors secured and the facility restored to its original condition. Any damage done must be communicated to the district contact person immediately. Individuals who willingly damage school property will be responsible for replacement or repair expenses. Property damage may result in immediate termination of facility use.
7. All coaches are expected to maintain a professional and positive relationship with students, parents, and school district staff. The school district expects coaches to represent

models of appropriate behavior and good sportsmanship.

8. Club activities will be scheduled in time slots available after the school day. Since the school serves its students by sponsoring other activities (i.e. school activities, scouts, and brownies), club activities will be scheduled after these events have concluded. The district reserves the right to limit the number of uses and the length of time per use.
9. The district requires that a custodian be on site during any facility use. If this requires overtime for the custodian the club will be charged that fee. The district reserves the right to determine if a custodian should be assigned for the sole purpose of the clubs facility use.
10. The school district reserves the right to remove any team or coach from the schedule of using facilities for failure to comply with district guidelines.
11. Club use is subject to District facility use fee schedule.

Approved: 9/28/21