*Mountrath Community School*

*Use of School Facilities*



The following are a list of conditions specified by the Board of Management governing the use of school facilities by community organisations and other outside bodies.

1. No loss must accrue to the Board of Management and/or the Department of Education & Skills from the Organisation/Body’s use of School’s facilities.

2. An agreed deposit to be lodged as a token of the responsibility of the organisation names below.

3. A fee is payable for the use of school facilities. These charges are determined from time to time by the Board of Management.

4. Groups using school facilities are required to abide by signs on display and to adhere to school rules regarding no smoking and other health and safety requirements.

5. Requests made by the Board representative on duty during meeting/activity times are to be complied with promptly and in full.

6. School property is to be vacated at the appointed times.

7. The Principal and Board of Management will decide the limitation of numbers at any such meetings.

8. Notice of meeting/event to be given in writing at least one week in advance.

9. Meeting/activities can be held only at times sanctioned by the Principal.

10. Comprehensive insurance cover must be effected by the organisation and must indemnify the Board of Management, the Principal and the Minister for Education & Skills from any liability arising from the Organisation/body’s presence on school property.

11. As a condition of hire, the school is authorised to make any enquiries it deems necessary with the Organisation/body’s insurance company.

12. The Organisation/body is responsible for ensuring that all members using school facilities are aware of these conditions.

Approved by the Board of Management:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (date)