

## **Authorized Use of School-Owned or Equipment**

School equipment may be loaned to community groups for educational, civic, or charitable purposes when:

1. The group borrowing the equipment agrees to accept responsibility for repairing or replacing any equipment damaged or lost while in its possession.
2. The equipment is not unusually expensive and subject to easy damage.
3. The equipment is in good condition.
4. The group will provide a competent operator for any machine loaned.
5. Outside use of the equipment will not interfere with the school program.

Any student or other individual borrowing school equipment must sign an official receipt. A deposit may be required as determined by the principal, business office or superintendent.

ADOPTED 2005

CROSS REF.: KF, Community Use of School Facilities