

VENTURA COUNTY OFFICE OF EDUCATION

**SUPINTENDENT POLICY
ADMINISTRATIVE REGULATION NO. 1330**

ADOPTED: 08/14/17

CLASSIFICATION: Community Relations

REVISED:

SUBJECT: Use of Facilities

APPLICATION FOR USE OF FACILITIES

Any person applying for the use of any school facilities, conference center, or grounds on behalf of any district, society, group, or organization shall do so by according to the Ventura County Office of Education (VCOE) Facilities Use Regulations.

Persons or organizations applying for the use of VCOE facilities shall submit a facilities use statement indicating that they will uphold the state and federal constitutions and do not intend to use school premises or facilities to commit unlawful acts.

CIVIC CENTER USE

Subject to VCOE policies and regulations, facilities shall be available to citizens and community groups as a civic center for the following purposes:

1. Public, literary, scientific, recreational, educational, or public agency meetings
2. The discussion of matters of general or public interest
3. The conduct of religious services for temporary periods, on a one-time or renewable basis, by any church or religious organization
4. Child care programs to provide supervision and activities for children of preschool and elementary school age
5. The administration of examinations for the selection of personnel or the instruction of precinct board members by public agencies
6. Supervised recreational activities, including, but not limited to, sports league activities that are arranged for and supervised by entities, including religious organizations or churches, and in which youth may participate regardless of religious belief or denomination
7. A community youth center

8. Mass care and welfare shelters during disasters or other emergencies affecting public health and welfare
9. A ceremony, patriotic celebration, or related educational assembly conducted by a veterans' organization

A veterans' organization means the American Legion, Veterans of Foreign Wars, Disabled American Veterans, United Spanish War Veterans, Grand Army of the Republic, or other duly recognized organization of honorably discharged soldiers, sailors, or marines of the United States, or any of their territories.

10. Other purposes deemed appropriate by the County Superintendent of Schools

RESTRICTIONS

VCOE facilities shall not be used for any of the following activities:

1. Any use by an individual or group for the commission of any crime or any act prohibited by law
2. Any use which is inconsistent with the use of VCOE facilities for school purposes or which interferes with the regular conduct of school or school work
3. Any use which involves the possession, consumption, or sale of alcoholic beverages or any restricted substances, including tobacco

However, the County Superintendent or designee may approve the use of VCOE facilities for special events that may involve the acquisition, possession, use, or consumption of alcoholic beverages when the event is covered by a special events permit pursuant to Division 9 of the Business and Professions Code and will occur at a time when students are generally not on VCOE grounds.

Any such use of school facilities shall be subject to any limitations that may be necessary to reduce risks to VCOE and ensure the safety of participants, as determined by the County Superintendent or designee. Applicable limitations shall be clearly stated in the facility use agreement to be signed by the user's representative.

VCOE may exclude certain VCOE facilities from non-school use for safety or security reasons.

DAMAGE AND LIABILITY

Groups, organizations, or persons using VCOE facilities shall be liable for any property damage caused by the activity. VCOE may charge the amount necessary to repair the damages and may deny the group further use of VCOE facilities.

Any group or organization using VCOE facilities shall be liable for any injuries resulting from its negligence during the use of VCOE facilities. The group shall bear the cost of insuring against this risk and defending itself against claims arising from this risk.

Groups or organizations shall provide VCOE with evidence of insurance against claims arising out of the group's own negligence when using VCOE facilities.

Legal Reference:

Education Code

38131-38137

32282

Use of School Property

School safety plan