

Mount Clemens Community School District
General Rules for Use of School Facilities

1. Use of building facilities is granted on a specific area basis such as classrooms, gymnasiums and cafeterias. Individuals are restricted to the area set forth in this rule.
2. Use of furniture and equipment must be arranged for in advance and will become part of the approved contract. Requests to use rental furniture in a school facility must be stated on the contract and approved. District custodians shall move all furniture when required whether it is District owned or rented.
3. The user group will NOT sub-let the space to another organization or group to merely act as agent for the building use.
4. No group or individuals at any meeting held in or on school property shall be allowed to advocate the overthrow of the government in a manner likely to produce imminent lawless action nor shall they violate any state or federal law or local ordinance.
5. Adequate adult supervision must be provided for all activities, and the users must take reasonable steps to ensure orderly behavior at all times.
6. Use of tobacco, alcoholic beverages, and controlled substances is prohibited. All users are responsible for complying with this regulation.
7. No food or drink is allowed in non-kitchen related areas. All users are responsible for complying with this regulation.
8. Gambling of any kind is prohibited.
9. Decorations must be fireproof and shall be erected and taken down in a manner not destructive to District property. Decorations are subject to the approval of the building administrator. The use of open flames, such as candles is prohibited.
10. The use of any materials on floors or other parts of the building is strictly prohibited without specific approval, in writing, from the building administrator.
11. A school custodian shall be on duty whenever a facility is being used. There will be a custodial charge for set-up and clean up.
12. Groups will not be allowed in the building when it is closed or otherwise unoccupied.
13. No overnight use will be permitted of any facility.

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14. Corridors, exits and stairways must be free of obstructions at all times. Members of audiences must never stand or sit so they block exits stairways, or aisleways.
15. Parking will be limited to designated areas only.
16. The user agrees to save the Mount Clemens Public Schools and its Board of Education harmless from claims of personal injury, liability or otherwise that may arise during the period of the use of the facility and covenants to pay and satisfy any judgements and costs resulting from such claims.
17. The district will not be held liable for any damages, direct or consequential, if for any reason the facilities agreed upon are not made available, as scheduled.
18. District shall not be responsible for loss or damage to personal property in the use of the facility.
19. FAILURE TO OBSERVE THESE RULES WILL RESULT IN SUSPENSION OF THE USE OF THE FACILITIES.