

7.4 USE OF SCHOOL PROPERTY – BY OUTSIDE ORGANIZATIONS. The facilities of the Hingham Public Schools are the property of the citizens of the Town of Hingham. The School Committee therefore encourages the use of these facilities by local community organizations. As custodian of the school properties, the School Committee must establish certain safeguards to ensure proper protection and reasonable maintenance of the school physical plant when it is used for community activities. The School Committee reserves the right to establish a priority for use of school facilities to ensure a minimum of interference with school programs. Use of a facility by community organizations will not be allowed if the School Committee or its designee believes that the facility, grounds or fields, or its parking area will be overtaxed and further, the Hingham Public Schools may, in its discretion and without cause, terminate and revoke any permit/application at the end of the initial one month term or any renewal term (as described in the actual application/permit) by giving notice to the Responsible Person at the address provided in the application/permit not less than 10 days prior to the end of the initial or a renewal term, as applicable. (See Procedure 7.4A)

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7.4.1 SCHEDULING OF SCHOOL PROPERTY. All school property shall be made available under such terms and conditions as the School Committee may set. First priority for the use of Hingham Public Schools facilities will be given to Hingham school activities. After that, to the greatest extent possible, priority for permission to use of school property will be in the following order: Hingham community (non-profit) activities, regional non-profit activities, other non-profit activities, private/commercial activities.

In the event of a conflict in reservations between a Hingham Public Schools activity and a previously scheduled non-school activity, the school request will take precedence.

When Hingham student groups use school facilities, a member of the Hingham school staff must be present in a supervisory capacity until the activity is completed.

The use of school facilities on Sundays will be limited to groups and organizations whose principal place of business is located in Hingham with a majority of its membership or participants who reside in Hingham.

Scheduling use of school property shall be the responsibility of the Office of Buildings & Grounds and will require completion of the Application form. (See Procedure 7.4.1A)

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7.4.2 CONDITIONS AND CHARGES FOR USE OF FACILITIES. Local civic, service, and philanthropic organizations of the Town of Hingham may use school facilities under the following conditions in conjunction with all other applicable Town of Hingham by-laws, rulings and regulations.

1. For events at which no admission charge is levied, use of space within buildings shall be without charge unless the principal or Supervisor of Buildings and Grounds determines that additional custodial time is required.
2. Users of fields shall be charged according to a fee schedule as attached to the Application for Permit to Use Facilities and Fields form as approved by the School Committee.
3. Additional custodial time will be paid by users according to a fee schedule as attached to the Application for Permit to Use Facilities and Fields form as approved by the School Committee.
4. Users of the multipurpose field shall abide by the schedule and conditions as attached to the Application for Permit to Use Facilities and Fields form as approved by the School Committee.

All other groups will pay usage fees and custodial fees based upon a fee schedule approved by the School Committee. (See Procedures 7.4.2A)

Upon vote of the School Committee, fees for use of the facility and custodial services may be waived or modified.

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