

# Helix School District 1

Code: **KGE**  
Adopted: 1/8/97  
Orig. Code(s): None

## Public Responsibility for Facility Usage

The Helix School Board supports the community education concept, which encourages the use of District facilities by community members for recreation, education, and service activities. A "Building Use Request" must be submitted by the person or group to the school office three or more days prior to the use date. Approval or denial will be granted by the superintendent/principal. The original copy of the agreement will remain in the school office. Other copies will be distributed to the building custodial staff and facility user.

Approval for using facilities will be granted for a period determined by the superintendent/principal. Requests must be resubmitted if the person or group desires to continue using the facility.

The Board expects the users to treat the facilities with respect. The user must agree to be responsible for any damage to District facilities or equipment.

END OF POLICY

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### Legal Reference(s):

[ORS 332.107](#)  
[ORS 332.172](#)