



USE OF SCHOOL GROUNDS POLICY

Rationale

The school possesses extensive school grounds that are utilises outside of school hours. The school actively encourages the appropriate use of these grounds by independent community groups and individuals at such times.

Aims

- To ensure that the school's grounds are fully utilised and appropriately used by approved community groups or individuals outside school hours.

Implementation

- School Council encourages the use of school grounds by approved community groups (usually sports teams) and individuals.
- School Council has the authority to allow the use of school facilities (including school grounds) by outside groups or individuals when the facilities are not required for school purposes and also have the responsibility to establish the terms and conditions of use.
- The Principal will oversee the hiring of facilities, in particular the hiring of the school gymnasium. This will be hired at a rate of \$30 per hour (GST inclusive) and a key deposit of \$5 which will be refunded upon return.
- Community groups wishing to use the grounds are required to compose an application for consideration by the principal.
- The application requests information such as purpose, dates and times of use, areas of use, key contact names and numbers, details regarding league affiliations, insurance and incorporation details, first aid and emergency procedures. The Facilities & Infrastructure Branch provides advice to School Councils regarding such agreements.
- Each application will be considered by the Principal on its merits, referring to an up-to-date booking schedule to ensure availability.
- Successful applicants will be advised in writing and will be provided with a User's Agreement that must be complied with.
- The Principal will liaise directly with the key contact person/s and visa-versa should any concerns arise.
- School Council, via the Principal will ensure that the school grounds are well kept and maintained in a safe manner.

Related Documents:

- [Schools Reference Guide](#)
- Hiring, Licensing and Shared Use of School Facilities:
<http://www.education.vic.gov.au/school/principals/spag/infrastructure/Pages/sharedfacilities.aspx>

Ratified by School Council: 25th February 2020

Due for Review: 2021