

Facility Use Agreement and Fob Distribution

Wessington Springs District Gymnasium

All persons desiring to have access to the gym facilities will need approval from school administration and are required to provide the following assurances and consents:

1. To provide at all times; adequate and appropriate supervision (need to be directly present in gym or weight room with students) by one or more parents/adults, (18 or older and have completed High School) who have been approved by the Wessington Springs School District, of any activity held in the gymnasium. Said supervisors will remain on-site until ALL participants have vacated the building and the building has been secured.
2. Neither the school district, school board, nor any officer or employee of the district is liable for any injury that occurs as a result of the use of the facility.
3. The individual requesting usage is liable for damage to any person that may arise as a result of the use of these facilities, as provided in SDCL 13-24-20 and will also be liable for any damage incurred to the facility or equipment. Said individual will also be liable for the district's legal expenses if any litigation results from the use of these facilities.
4. Notice is to be given at least 24 hours in advance to personnel for intent of the use of the facility.
5. Inform school official of concerns with any equipment or structural components.
6. To abide by all policies and rules of the school district.
7. To obtain a fob for entrance into the facility, the cost will be \$50.
8. Use of the fob for entrance into the facility will be good from July 1 to the June 30. After June 30 all fobs will be shut off and said person will need to sign another form and pay another \$50 to have access.
9. If Fob is lost, please contact Wessington School District Office immediately. (Fobs can be monitored for use and shut off at anytime). To obtain another fob the cost will \$50.

I have read the Facility Use Agreement and Open Gym Procedures and agree to comply with the terms.

Name (Printed): \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

This agreement is not valid and the facility may not be used unless this agreement is signed by the person or organization submitting the request prior to the facility use.

School Official Approving (AD, Principal, or Superintendent): \_\_\_\_\_

Date: \_\_\_\_\_

Fob # \_\_\_\_\_

Form of Payment and Amount: \_\_\_\_\_ Date: \_\_\_\_\_

Returned Date: \_\_\_\_\_ Lost Date \_\_\_\_\_ Turned Off Date: \_\_\_\_\_ Reissued Fob # \_\_\_\_\_

## OPEN GYM PROCEDURES

1. This is a program whereby the gymnasium, playing field, or other school facility is made available to all students and patrons of the school district for recreational purposes.
2. The time and day(s) of the open gym shall be made known to students and patrons by the Activities Director, in a timely manner, through announcements, bulletin board postings, school paper articles, etc.
3. The person in charge of open gym must be a staff member or approved volunteer of the Wessington Springs School District and must be present at all times the facility is in use.
4. Supervisor must make sure all items are put away at completion of the facility usage.
5. The person in charge of the school facility is responsible for any damage that may occur, or they must provide to the administration names of the individuals who did the damage.
6. Anyone participating in the facility usage is responsible to the person in charge, who will resolve conflicts regarding facility usage.
7. For students in grades 7-12, in order to lift weights, there must be at least two (2) people involved at all times. Elementary students are not allowed in the weight room.  
NO EXCEPTIONS!!!
8. The person in charge of open gym must make certain all gym lights are turned out and all doors are locked before leaving.
9. Only athletic shoes that do not leave black marks or do other damage to the gym floor are to be used while on the gym floor **ABSOLUTELY NO HARD SOLE SHOES, NO ROLLERBLADES, SKATEBOARDS, BIKES OR ANY OTHER EQUIPEMENT WITH WHEELS.**
10. If any situation not specifically covered should arise, every effort will be made to act fairly and quickly with the best interests of the student, school and community considered. The point of contact for any question regarding this policy is the Superintendent of Schools.
11. School team and coaches will have priority with use of gym and weight room. If coaches are in facility with a team, then individuals will not be able to use facility at that time.