

**Learn
Achieve
Grow**



**Friendship
Public Charter School**

FACILITIES USE GUIDELINES

Prohibited Uses of Building and Grounds

- No smoking
- No alcoholic beverages
- No gambling
- No unauthorized use of school equipment
- No storage of User equipment or materials
- No access during non-approved times
- No unsupervised minors at any time
- No running or athletic practices in hallways or other areas outside of the gym
- No concession or other sale of goods or services by outside parties without the prior written approval as part of the Facility Use Application process

Additional Rules

- Only rubber-soled shoes permitted in gym
- All users of the building must comply with the direction of Friendship's security staff
- Any purpose that violates the Establishment Clause of the First Amendment of the United States Constitution
- No user or lessee shall be permitted to erect a sign on the exterior of the premises without prior written approval of Friendship Public Charter School
- Discrimination against any person on the grounds of race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, citizenship status, political affiliation, handicapped condition, or any other basis of unlawful discrimination

Insurance Requirements

User of Friendship Public Charter School facilities must have general liability insurance of \$1,000,000 per person for bodily injury and \$3,000,000 aggregate per accident. Property damage of \$200,000 for any one accident and an aggregate of \$500,000 are also required.

All users must sign the Assumption of Risk and Indemnification Form and provide a Certificate of Insurance 48 hours prior to the event. The certificate of insurance must name Friendship Public Charter School as an additional insured party.

Use of Kitchen Equipment

A Friendship Public Charter School food service staff member must be on duty when food is prepared in kitchens or if kitchen equipment is used. There is an additional charge for these services.

Payment

Full payment for facilities use must be received in advance of user entering the building.

On behalf of the User/Organization noted below, I hereby accept and agree to abide by these conditions on the use of Friendship Public Charter School’s facilities. If the User/Organization violates any of the above conditions that result in loss or damages of any kind or otherwise cause damages or loss of any kind to the premises, I acknowledge that the User/Organization will be liable for all expenses, losses or damages of any kind incurred by Friendship Public Charter School.

User/Organization

Signature

Date

Procedures for Submitting Use Facilities Application

Complete all information as requested on the Facilities Use Application and forward to Latrell Watson, Special Project Coordinator, (202) 281-1775, lwatson@friendshipschools.org

Upon approval or denial, Friendship Public Charter School will respond stating the terms and conditions of usage and costs associated with the usage.