

# Halton Catholic District School Board:

## BOARD PERMIT CONDITIONS

1. Adult supervision for youth organizations shall be provided at all times.
2. Applicants shall be responsible for the conduct and supervision of all persons admitted to the school premises.
3. Custodians are to be on duty when required at the remuneration so indicated in the Board's policy. Applicable charges determined by Board policy must be paid by the applicant.
4. The applicants' failure to take proper security measures when leaving school premises shall result in the cancellation of this Agreement.
5. Use of the facilities is restricted to the purposes expressly stated on this form and to the areas, dates and times as approved by the Principal and/or the Board.
6. Use of the school equipment is not permitted and storage of applicants' equipment on school premises is prohibited, unless such use of storage has been approved by a authorized Board Official.
7. Use of any narcotics as defined in the Narcotic Control Act is absolutely prohibited. Use of alcoholic beverages is strictly prohibited.
8. Games of chance, lotteries, or gambling in any form, other than to raise charitable funds, are prohibited. All uses must comply with applicable statutes.
9. Issuance of keys to applicants is prohibited.
10. The applicant shall be liable for, and shall be charged with, the full costs of repairs resulting from damage caused through use. All damages are to be reported immediately to the Principal or the Board.
11. The Board shall not be responsible for personal injury, damage or loss or theft of clothing or equipment owned by the applicant or persons associated with the applicants or anyone attending at the invitation of the applicants. The Board shall further be held free from all liability resulting from use of school facilities by the applicant.
12. The applicant must be 18 years of age or older.
13. The applicant shall ensure:
  - a) That this group should not infringe on the time booked by any other group and that the school shall be vacated by the time indicated on the permit.
  - b) That there is a no smoking permitted anywhere on school property.
  - c) That the type of program or entertainment to be provided during the term of the license by the Applicant shall at all times confirm with the law and the rules and regulations of the Halton Catholic District School Board.
  - d) That vehicles will be parked on school grounds is designated parking areas only.
  - e) That no changes or alterations shall be made to any facilities unless expressly permitted and provided for in this Agreement.
14. The Applicant agrees to indemnify and save harmless the School Board from all losses, claims, demands, costs, damages, suits of whatever nature or kind which may arise as a result of the Applicant, its servants or agents, of the facilities licensed. The applicant shall provide, upon request, proof of comprehensive liability insurance in the amount of at least Two Million Dollars (\$2,000,000.00). The insurance policy will name the Halton Catholic District School Board as an Additional Insured.

15. NOTWITHSTANDING the use granted by this license, facilities shall not be available on days during which schools have been closed by the Administration/Board because of inclement weather or other reasons. The Board does not undertake to provide snow plowing for applicants. School grounds shall be snow plowed according to the regular schedule established by the Maintenance Department of the board.
16. The Halton Catholic District School Board reserves the right to maintain supervision, care, custody and control of the facilities during the term of the permit through its employees or agents and the Board further reserves the right to revoke this permit at any time for any cause or causes which in its sole discretion may be deemed advisable through its employees or agents.
17. The term of yearly agreements shall be as negotiated with the Board and shall not exceed one school year in length.
18. New or renewal agreements shall be as negotiated with the Board each year.
19. Schools are closed during Christmas, March Break and Summer holidays and are not be used for any activity during this time unless such use is approved by an authorized Board Official.
20. School activities take priority at all times.
21. The Board, through the Director of Education or designate, reserves the right to withdraw the permission for school use at any time and change or cancel these regulations.
22. Maximum attendance at any facility shall be governed by Fire Regulations and all exits must be kept free from obstruction at all times.
23. Payments must be paid in advance for all Permits, unless alternate arrangements have been approved by an authorized Board Official.
24. When applicants are to be accepted under the sponsorship of a Department of Recreation, the permit must be signed by an official of that Department of Recreation.
25. This permit is invalid without authorized signatures.
26. All after hour's use of schools during the school year Monday to Friday, must end at 10:00pm and all persons must vacate the school premises.