

7520 LOAN OF SCHOOL EQUIPMENT

Equipment purchased by the Board of Education is intended for support of the educational program.

The Superintendent shall oversee the maintenance of all district educational and non-educational equipment in safe working condition. No employee or pupil shall use equipment found unsafe. Equipment use during school hours shall be properly supervised by appropriate teaching staff.

Specific items of equipment may be loaned or rented for pupil and/or community use after a written request is made to and approval granted by the Superintendent. The user of district-owned equipment shall be fully liable for any damage or loss occurring to the equipment during the period of its use. He/she shall be responsible for its safe return. Prior to using the equipment, the pupil's parent(s) and/or guardian(s) and/or employee must agree to indemnify and hold the Board of Education harmless in the event the equipment is damaged, lost or destroyed. This agreement must be secured in writing on a Board approved form, which is to be filed in the Superintendent's office.

When equipment authorized for loan requires the services of an operator, the user shall employ the services of a person designated by the district and shall pay such costs as have been set for his/her hire.

School equipment may be removed from school property by pupils or staff members only when such equipment is necessary to accomplish tasks arising from their school or job responsibilities. The consent of the Principal is required for such removal.

Removal of school equipment from school property for personal use is prohibited.

Adopted: 26 May 2009

