



POLICY
ARTICLE 11

Community Use of School Facilities

Section 10-11.1. Use of school buildings during non-school hours; authority of School Board. — A. To ensure the security and efficient use of school property, the superintendent shall develop regulations governing the use of all school owned property. The regulation shall address the use of school division facilities, supplies, materials and equipment by employees and outside organizations. Employees are prohibited from utilizing school property for personal use or gain.

B. The superintendent, subject to the approval of the School Board, may provide for or permit the use of school buildings and grounds during non-school hours or during the school term, or during vacations for any legal assembly. School facilities also may be used as voting places in any primary, regular or special election. The superintendent shall report actions taken under this policy to the School Board at the monthly meeting of the School Board.

C. The School Board is authorized to permit the use of school property by members of the community when such use will not impair the efficiency of the school. If the School Board permits the use of its facilities by members of the community or the distribution of literature on school property or at school functions, it will permit such use or such distribution by the Boy Scouts of America, the Girl Scouts of the United States of America, and other youth groups designated as patriotic societies by federal law, to the same extent and in the same manner as all other persons or groups. (Adopted January 12, 1995; Revised November 16, 1995; Revised June 13, 2013; Ordinance Number 12/13-140; Effective Date: July 1, 2013; Revised June 9, 2016; Ordinance Number 15/16-116; Effective Date: July 1, 2016; Revised February 8, 2018; Ordinance Number 17/18-52; Effective Date: February 8, 2018; Ordinance 19/20-57; Revised/Effective Date: January 9, 2020)

Legal Authority – §§ 22.1-70, 22.1-131, 22.1-132, 22.1-130.1, 22.1-79.3 (1950), as amended.

Section 10-11.2. Use of School Property Generally; use of school property by youth-oriented and community organizations; limits on use; charges for use; superintendent to develop regulations. — A. Suffolk Public Schools are primarily designed and constructed to support the educational programs of the school division. However, the School Board permits the use of school property upon such terms and conditions that will not impair the efficiency of the schools.

B. The School Board provides reasonable and appropriate access to school property by youth-oriented and community organizations such as the Boy Scouts of America and Girl Scouts of the USA, including their volunteers and staff, to distribute and provide instructional materials in order to encourage participation in such organizations and their



activities. Any such access provided during the school day must not conflict with instructional time. Such access may also include after-school sponsored activities such as "Back to School" events, where it can be reasonably accommodated.

C. The School Board prohibits the use of school property when:

- (1) Classes are in session.
- (2) The use would likely result in violation of any existing local, state or federal law.
- (3) The use conflicts with school functions or other previously approved uses in any manner.
- (4) The request for use is not signed by a person who is 21 years of age or older who resides in the City of Suffolk and an active member of the requesting organization.
- (5) The described use would conflict with a policy, procedure, or the mission of Suffolk Public Schools.
- (6) The previous use of facilities by the applicant was not satisfactorily completed or this Policy and/or its accompanying Regulation were violated.
- (7) It is determined by school officials that the proposed use would result in an unacceptable risk to persons or school property.
- (8) The applicant organization has engaged or is engaging in conduct that is in violation of local, state, or federal law.
- (9) The applicant organization promotes the use of alcohol, tobacco, nicotine, vapor or related products, illegal substances, cannabis or related paraphernalia, or improper use of firearms.
- (10) The applicant provides false information, misrepresentation, or omission of any facts in the Application (facility use request) and/or other required documents.

D. The School Board authorizes charges and fees for use of school property. These charges are designed not to limit or prohibit use, but to protect citizens from expenditures of public money appropriated for classroom instruction and for other purposes.

E. The school superintendent is authorized to promulgate regulations to implement this policy as needed and will establish a priority of use, a fee rate structure if applicable, and rules for use. The school superintendent will also report to the School Board at the end of each month actions taken under this policy. (Adopted January 12, 1995; Revised August 12, 1999; Ordinance 00/01-1; Revised May 8, 2008; Ordinance Number



07/08-11; Effective May 8, 2008; Deleted/Adopted Effective: April 11, 2024, Ordinance: 23/24-76)

Legal Authority - Virginia Code §§ 22.1-79.3, 22.1-131, 22.1-132, 22.1-132.01.