

EDWARDS-KNOX CENTRAL SCHOOL

Contingency Budget Building Use Fees

Edwards-Knox School's indoor and outdoor facilities are designed primarily for use by Edwards-Knox School programming. In the event that there is additional time(s) available, the facilities may be approved for rental following the facility fee schedule identified below:

	Adult Organizations and Out of District Groups	EKCS Staff-Sponsored Activities	EKCS Student Groups
Auditorium & Cafeteria	\$20 for the first hour. \$5 per hour after that.	No charge for EKCS students.	No charge
Swimming Pool	\$100 up to 2 hours which includes two lifeguards. (** See below bullets)	Cost of Lifeguards	Cost of Lifeguards
All other locations inside the building	\$15 for the first hour per location. \$3 per hour after that per location. All non-resident adults are charged \$2 per day.	No charge for EKCS students. All non-resident students are charged \$2 per day.	No charge
Outside playing fields	No Charge unless a special request is made for mowing, lining the field, etc. Fee for special request is \$50 per field.	No charge for EKCS students. All non-resident students are charged \$2 per day. Fee for special request is \$50 per field.	No charge Fee for special request is \$50 per field

- Facilities may only be reserved during normal operating hours, as these may change with the season please check the Building Use calendar on our website before completing the appropriate paperwork. Facility requests for times/days (i.e. weekends) outside of the normal hours will be considered when special circumstances arise for particular groups. These requests must have authorization and approval from the Superintendent of Schools and may require additional fees for building security and/or custodial needs.
- Insurance requirements for all facilities will be determined at the time of each request.
- ** Lifeguards must be provided by the district. Two lifeguards (minimum) are required per event. If any additional lifeguards are required due to the number of participants they will be paid at the Board approved hourly rate and the group will be charged the additional cost.
- Any damages caused by outside groups to the facility, equipment, etc., will be charged back to the group for appropriate damage or replacement fees. No future use will be allowed pending a review with the district's designee.
- Additional charges may apply if additional equipment is necessary, such as scoreboards, tables, chairs, or other equipment.
- Kitchens must be operated by District food service personnel; additional charges apply.
- All fees must be paid at the time of the submission of the Building Use Form to the Business Office.

EKCS Pool Use Fees / Rules

Adult Organizations and Out of District Groups:

- \$100.00 up to 2 hours, which includes (2) lifeguards provided by the district. If the number of participants requires additional lifeguards, there will be an additional charge of \$25 per hour for an additional lifeguard.
- Must provide a group/event insurance certificate listing Edwards-Knox Central School as the additionally insured certificate holder.
- [Building Use form](#) should be submitted with a minimum of two weeks advance notice so departments can prepare for your request or notify you of any conflict.

EKCS Staff-Sponsored Activities:

- Cost of lifeguard(s) provided by the district - \$25.00 hour per lifeguard.
- Must provide group/event insurance certificate listing Edwards-Knox Central School as the additionally insured certificate holder.
- [Building Use form](#) should be submitted with a minimum of two weeks advance notice so departments can prepare for your request or notify you of any conflict.

EKCS Student Groups:

- Cost of lifeguard(s) provided by the district - \$25.00 hour per lifeguard.
- [Building Use form](#) should be submitted with a minimum of two weeks advance notice so departments can prepare for your request or notify you of any conflict.

Additional Event / Group Rules:

1. Children **under the age of 6** must be **accompanied by an adult** while in the pool at a **ratio of 1 adult per 3 children** in the pool.
2. Children must be **actively supervised** at all times.
3. Supervision is required for both boys' and girls' locker rooms.
4. Circumstances beyond our control (ie. contamination, mechanical breakdown, or staff shortages) may require us to close our pool. Should this arise, we may have to cancel your party with a full refund and/or alternative options will be provided.
5. The following are **NOT ALLOWED** in the pool area • Running, pushing, or shoving • Diving into shallow water • Back dives or flips from the side of the pool • Sitting on or hanging off the safety line • Food, gum, and drinks • Glass in the pool area.