

*Use of District Facilities – The Valley Forge Elementary School Tennis Courts*

This Policy governs the use of the tennis courts at Valley Forge Elementary School (“Courts”).

First-Come First-Served Use by Individual Residents

Individuals who are residents of the District may use the Courts on a first-come first-served basis, free of charge, subject to time and use regulations posted on the Courts and detailed further in the Regulation accompanying this Policy.

Use by Advanced Reservation

The District shall also allow advance reservation of the Courts in accordance with Policy 7040 (Use of District Facilities.)

Users must be groups that do not discriminate in violation of county, state, and federal statutes and regulations or other Board Policies. Individuals who pay a fee to reserve the courts in accordance with Policy 7040 for a specific time and date will be granted priority over other individual residents who did not make a reservation.

Order of Priority Use

The Courts shall be made available for advanced reservation according to the following priority order:

- TESD school-sponsored activities or student organizations
- TESD Partner Organizations pursuant to Policy 1131 “Partner Organizations”
- Community non-profit organizations
- TESD residents, current/former TESD employees and Conestoga High School graduates
- TESD employee-run programs
- Youth Education groups
- Adult Education groups
- Local for profit groups
- Other groups.

Procedure for Requesting the Courts by Advanced Reservation

All users requesting advanced reservation of the Courts are required to submit an application in the form designated in the accompanying Administrative Regulation to the Business Manager or designee.

Upon receipt of an application to use the Courts, the Business Manager shall determine the user's classification. If the classification is contested by the user, the user shall be referred to the Superintendent or designee.

Associated Fees and Charges

The District reserves the right to determine the rental fee for each class of user. In addition to these charges, the District reserves the right to charge for support services including, but not limited to, custodial and security personnel. The District will make every effort to advise the user of the support services charges prior to use of the Courts. Added fees may be assessed for excessive and unexpected clean up or support services. All fee schedules will be maintained in the Business Office and updated as necessary. At the discretion of the administrator in charge, a security deposit may be required. If two unrelated users use the Courts at the same time, each will pay all the required charges and fees in full. In case of damage to the Courts or District property, the user shall compensate the District in full.

Policy Violators

The District reserves the right to change user classification or deny access to the Courts to any user that violates this Policy or accompanying Administrative Regulations.

Implementation

The Superintendent shall develop and promulgate Administrative Regulations implementing the intent of this Policy.

Cross Reference: Policy/Regulation 7040 (Use of District Facilities)