



Community Use of School Facilities Policy

Issued date	November 2020	Review date	November 2023
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Introduction

St Benedict's Catholic School has several facilities that have been built for use by the staff and students of the school. These facilities may be available for hire by community groups when they are not being used for school purposes. This policy provides information around the conditions for use of school grounds and facilities.

Rationale

Fair and reasonable hiring arrangements for school facilities can be of mutual benefit to the school and the wider community. In addition, federal and state government funding has enabled the construction of the various facilities, making them resources for the community to use and enjoy. The school seeks to establish clear and consistent expectations for the appropriate use of its facilities when they are not being used for school purposes.

Principles, Values, Understandings

St Benedict's Catholic School believes in providing a school environment with high quality and multipurpose facilities that are available to staff and students to complement classroom learning. Providing fair and appropriate access to these facilities reflects the school's commitment to stewardship, community, hospitality, responsibility and integrity.

Policy Statement

St Benedict's Catholic School is committed to the community and supports the safe and productive use of grounds and facilities in keeping with the values and ethos of the school. Approved community members or groups (the 'User') may hire the facilities where they, and the purpose of use, represent and are in alignment with the core values and business of the school.

Implementation Issues

Applications will be considered by the Principal with reference to:

- Nature and purpose of the use
- Availability at the requested date and time
- A one-off use or recurring use

The school will provide the following resources:

- Hire Agreement
- Information for Hire of Facilities

The User will:

- Hold appropriate insurances as specified in the hire information for the duration of the contract.
- Apply with Work Health & Safety regulations and policy requirements.
- For recurring use, have their contract reviewed by the Principal at the end of each calendar year.
- Inform the Principal or their delegate, as soon as practical, of any safety hazards or incidents.

Hire fees will be:

- Set annually by the Finance Committee
- Invoiced to the User to cover the use of the facility and costs of consumables such as electricity and water charges, and to reflect depreciation costs.
- Reviewed, reduced or waived at the discretion of the Principal.

Support Resources

[Hire Agreement \(school intranet\)](#)

[Information for Hire of Facilities \(school intranet\)](#)