



Harrington School District

100 S. 1st Street, PO Box 204, Harrington, WA 99134

Phone: 509.253.4331 | Fax: 509.456.6306

FACILITY USE INSTRUCTIONS

Harrington School District is a supporter of youth and community programs and has a long history of sharing district facilities and campuses with our community.

Athletic Organizations/Coaches

Teams that have Harrington students have first priority.

All coaches (paid and volunteer) must complete Sudden Cardiac Awareness training.

Below is a link to a free online course through the National Federation of State High School Associations (NFHS). Please print a copy of the certificate and submit it with your application as proof of meeting this training requirement.

<https://nfhslearn.com/courses/61032>

Organizations involving any athletic activity are required to have each student/parent read and sign the following forms:

- Student/Parent Concussion Information Sheet*
- Student/Parent Sudden Cardiac Awareness Sheet*
- Student/Parent Information Acknowledgment*

Please have your organization's representative sign the Statement of Compliance stating that you have completed all the necessary requirements above and are eligible to rent our facilities.

Lastly, please review and sign the Facility Use Reminder form. It is a reminder to all gym patrons the rules and expectations to be followed in order for us to provide a clean and safe environment for everyone.

Fee Assessment and Payment

Fees will be charged at an hourly rate based on the classification, to be determined by the Superintendent. Payment is due upon receipt of the invoice for normal scheduled events and must be paid in advance of the event.

Facility users on a recurring monthly schedule must pay the first month's invoice within the first ten days of use and then will be billed monthly. Payment is due upon receipt of the invoice and before continued use.

Insurance

Please include a copy of your insurance with your application.

Payments can be made by check: Harrington School District #204 at PO Box 204, Harrington, WA 99134. *All invoices will be sent by email.



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Facility Use Application

Application for (School): _____

Name of Organization: _____

First and Last Name: _____

Email: _____

Contact Phone Number: _____

Purpose and Nature of Facilities Requested: _____

Normal Schedule: Single Date, Multiple Dates, Same Location:

Event Date(s): _____

Setup Begin Time: AM/PM (please circle)

Start Time: AM/PM (please circle)

End Time: AM/PM (please circle)

Breakdown End Time: AM/PM (please circle)

Number of Total People Expected (Participants & Spectators): _____

Recurring Use: Daily, Weekly, Monthly, Same Location:

Name of Head Coach, Assist. Coach or Team/Group Leader: _____

Team/Group Name and Grade Level: _____

Total Number of Participants in Group: _____

Day(s) of Week (please circle):

Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Start Date: _____

End Date: _____

Hold Harmless Agreement

The undersigned hereby makes application for the use of school facilities described on the facility use agreement to Harrington School District No. 204 and agrees and acknowledges that use of school facilities is without representation or warranties by the school district, its employees and agents as to the condition of the property. The undersigned further states they have the authority to make this application for the applicant and agrees that the applicant will observe all rules and regulations of the Board of Education and the school in which the facilities are required. The applicant agrees to exercise the utmost care in the use of the school premises and property and further agrees to use only those facilities indicated under Facilities required listed. The applicant further agrees to take full responsibility for any and all damage to the property and/or injury to persons allowed or reasonably anticipated to be on the premises by the undersigned. The applicant specifically waives any and all rights, remedies and causes of actions against Harrington School District, its employees and agents and further agrees to hold the school district harmless from any and all claims arising out the use of premises. The applicant agrees to reimburse the school district for any and all judgment costs and expenses, including attorney's fees, incurred by the school district in the defense of any such action. Applicant has read and agrees to abide by the Policies & Procedures as approved by the Board of Directors and assigning school. I further agree to reimburse the school district for costs described in the final billing.

Applicant Signature

Today's Date

Harrington School Administrator Signature

Today's Date

Harrington School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups.



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Important Reminders for Coaches/Gym Patrons

1. Youth must be supervised at all times. The presence of non-participating siblings is discouraged. If siblings must be in attendance, then they must stay in the gym under the coach's supervision at all times. No venturing into the hallways or other rooms of the school.
2. Use of the bleachers require prior authorization and so we can notify the custodian to assist you.
3. Do not use any tape or markers on the floors or walls.
4. Outdoor sports (football, baseball, softball, soccer, rugby, etc.) may use the gyms for conditioning purposes only – NO EQUIPMENT IS ALLOWED, which includes soccer balls, baseballs, softballs, bats, mitts, etc.
5. Please pace your group's arrival at the school with your assigned gym time. Do not intrude on the group using the gym prior to your time. Likewise, please have your group off the court when your assigned time is over.
6. Please carry your schedule confirmation with you to the gym each time you use your scheduled gym time. If a conflict should arise with another team, please see the night custodian.
7. The priority of gym use is:
 - School and District events
 - Community Education
 - Supervised youth athletic/recreational groups

The safety of all gym users is the primary consideration, followed closely by concern that no harm is done to the gym, surfaces, fixtures or equipment. Continued violation of any of the above could result in gym use cancellation.

If you have any questions or concerns, please contact Tiffany Clouse
tclouse@harringtonsd.org

After office hours, please see the custodian in charge at your assigned building.

I understand and agree to the rules listed above:

Applicant's Signature: _____ Date: _____



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**Compliance Statement for
RCW 28A.600.190 Youth Sports-Head Injury Policies and
RCW 28A.600.195 Sudden Cardiac Arrest Awareness**

(Attach to all building/facility use request forms)

HARRINGTON SCHOOL DISTRICT #204

_____ request the use of the Harrington School District facilities for the following dates:

Date	Activity	Specific School

_____, a private non-profit youth sports group, verifies all coaches, athletes and their parent/guardian have complied with mandated policies for the Management of Concussions and Head Injuries as prescribed by HB 1824, section 2 (for more information, please see <http://www.cdc.gov/headsup/index.html>) and complete training for Sudden Cardiac Arrest Awareness as prescribed by SB 5083, section 3 at <https://nfhslearn.com/courses/61032>.

Signed: _____ Date: _____

Representative of Private Non-Profit Youth Sports Group

*Note: Access to school facilities may not be granted until all requirements of this application are complete and approved by the school district and/or designee.



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Student/Parent Concussion and Sudden Cardiac Arrest Awareness Form
Complete as Needed

The Harrington School District believes participation in athletics improves physical fitness, coordination, self-discipline, and gives students valuable opportunities to learn important social and life skills.

With this in mind it is important that we do as much as possible to create and maintain an enjoyable and safe environment. As a parent/guardian or student you play a vital role in protecting participants and helping them get the best from sport.

Player and parental education in this area is crucial which is the reason for the Concussion Management and Sudden Cardiac Arrest Awareness pamphlet you received. Refer to it regularly.

This form must be signed annually by the parent/guardian and student prior to participation in Harrington School District athletics. If you have questions regarding any of the information provided in the pamphlet, please contact the athletic director at your school.

I HAVE RECEIVED, READ AND UNDERSTAND THE INFORMATION PRESENTED IN THE CONCUSSION RECOGNITION AND SUDDEN CARDIAC ARREST AWARENESS PAMPHLETS.

_____	_____	_____
Student Name (Printed)	Student Name (Signed)	Date
_____	_____	_____
Parent Name (Printed)	Parent Name (Signed)	Date



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Facility Use Fee Schedule (effective January 1, 2022)

Classification	I	II	III	IV
Extra Custodian-2hr min	If Necessary	If Necessary	If Necessary	If Necessary
School Day	\$35/hour	\$35/hour	\$35/hour	\$35/hour
Non-School Day/Night	\$50/hour	\$50/hour	\$50/hour	\$50/hour
Holiday	\$70/hour	\$70/hour	\$70/hour	\$70/hour
Gymnasium				
School Day	N/C	\$20/hour	\$40/hour	\$45/hour
Non-School Day/Night	N/C	\$50/hour	\$55/hour	\$60/hour
Holiday	N/C	\$70/hour	\$75/hour	\$80/hour
Cafeteria				
School Day	N/C	\$15/hour	\$35/hour	\$40/hour
Non-School Day/Night	N/C	\$45/hour	\$50/hour	\$55/hour
Holiday	N/C	\$65/hour	\$70/hour	\$75/hour
Kitchen Plus One Staff				
	\$50/hour	\$75/hour	\$75/hour	\$75/hour
Pool				
	\$50/hour	\$75/hour	\$75/hour	\$75/hour

Classifications

I - School or Chartered Youth Groups, Scouts or other Government Agencies, Non-Profit Community Groups in the Harrington Community that support the school

II - Non-Profit Youth Groups: (Youth Club Sports, AAU, YMCA, YWCA, SYSA, Church Youth Groups, etc.)

III - Non-Profit Community Groups: (Adult Community & Service Clubs, Adult Athletics, Churches, etc.) Primarily outside the community

IV - Commercial or For-Profit Organizations: (Businesses & Organizations using facilities for a profit)

Harrington School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups.