



**Nuckolls County School District 011
 Superior Public Schools
 P. O. Box 288
 Superior, Nebraska 68978-0288**



**APPLICATION FOR USE OF SCHOOL FACILITIES, EQUIPMENT, PROPERTY
 BY NON-SCHOOL GROUPS/ORGANIZATIONS**

Date of Application _____ Rental Cost _____

Name of Group/Organization _____

Name of Person in Charge _____ Phone Number _____

School Facility, Equipment, Property Needed _____

Date(s) Needed _____ Time Needed _____

Keys Checked Out (Please List) _____ Keys Checked In (Please List) _____

RELEASE FROM LIABILITY

Comes now _____, hereinafter referred to as the Person in Charge and extends the hereinafter specified releases from liability to Nuckolls County School District No. 011.

Whereas, the Person in Charge will be conducting _____ in facilities belonging to and using the equipment and the property of Nuckolls County School District No., 011, and,

Whereas are of the provisions for the Person in Charge using said equipment and facilities is a general release from liability on the part of Nuckolls County School District No. 011, said Person in Charge tenders the following release:

The Person in Charge has thoroughly examined the facility and equipment belonging to Nuckolls County School District No. 011 and has found same to be safe and adequately suited for the intended use. Person in Charge hereby releases the Nuckolls County School District 011 from all liability associated with the holding of said _____ and will not hold the Nuckolls County School District 011 liable for any personal injuries directly associated with the use of property, facilities, and equipment by the Person in Charge.

Dated this ____ day of _____, 20__.

Signature _____

Address _____

Principal's Approval Yes No

Signature _____

Superintendent's Approval Yes No

Signature _____

Staff Supervisor _____

Custodian _____

To: Community Groups and Athletic Teams
From: Superior Administration
RE: Elementary and Middle/High School Facility Use

Facility Use Guidelines

- 1. Sponsor/group leaders must supervise their group at ALL times.**
- 2. Use only areas designated for use on the facility use form.**
- 3. Clean up area(s) used during the meetings or practices. Pick up water bottles, sweats and throw Kleenex tissues away in trashcans.**
- 4. Return all chairs and tables to their original places.**
- 5. DO NOT let students go in to classrooms!!**
- 6. SPONSORS/LEADERS/COACHES should be the last to leave the building. Students waiting to be picked up should be supervised by the sponsor/coach until the parents pick up their student(s).**
- 7. Make sure that doors are locked behind you!**
- 8. No food/drink in any of the classrooms, library or computer lab.**

The guidelines above need to be followed when using the school facilities at Superior Public Schools for your organization's meetings or practices. Please read through the guidelines and if you have any questions contact the administration at school 402-879-3257.

Mr. Cook (ext. 116), Mrs. Fierstein (ext. 225), Mr. Kobza (ext. 127)

Thank you - Administration