

## AUTHORIZED USE OF SCHOOL-OWNED MATERIALS AND EQUIPMENT

The School Committee wishes to be of assistance, whenever possible, to other town departments and community organizations. Therefore, permission to use school equipment may be granted by the Superintendent upon request by responsible parties or organizations.

School equipment may be used by staff members when the use is related to their school employment, and by students when the equipment is to be used in connection with their studies or extracurricular activities.

Proper controls will be established by the Superintendent to assure the user's responsibility for, and return of, all school equipment.

Adopted:	March 2, 1995
Revised:	September 30, 2000
Reviewed:	February 26, 2015
Reviewed:	May 28, 2020