



North Attleboro Public School
North Attleboro, Massachusetts

Facilities Usage Agreement

The below signed agrees to pay the North Attleborough School Department for the services of the custodian and/or food service worker(s) at the rates prescribed in the collective bargaining agreement at time and one-half, minimum of four hours, plus rental fee for the facilities, if applicable. On Sundays and holidays, custodial/cafeteria services will be computed at double time for the time they worked, *minimum of four hours*. The time will include preparation and clean up after the event.

Required custodial, cafeteria and rental fees are to be paid on or before the day of the scheduled event with a check payable to the Town of North Attleborough and mailed to 6 Morse Street, North Attleborough, MA 02760. Organizations failing to reimburse the North Attleborough Public Schools within thirty (30) days will be required to pay in advance for future rental and employee services. If police officers are required, the below signed agrees to make arrangements with the Chief of Police for their services.

If any special equipment and/or area set up are needed, please make note of your request in the comment section of the on-line application. If a certain area set-up is required, please e-mail it to Sue Dieterle at sdieterle@naschools.net

If cafeteria, kitchen access, food preparation and/or serving assistance are needed, please contact the Food Service Director at 508-643-2104.

In the event of inclement weather, all after school and evening activities will be canceled. Please listen to WBZ, WCVB, WRKO, WJAR, ABC, and WPRO. *The North Attleborough Athletic Department reserves the right to cancel an event due to inclement weather or any other unforeseen circumstances.*

It is the responsibility of each organization to check periodically with the school(s) approved to establish any change in school activities that would affect the use of the building for the approved organization.

Due to the increasing number of individuals with life-threatening allergies, we have made some changes regarding food in our schools. Please be aware that the following areas are **non-food areas**: all common rooms such as library, art room, hallways, music room, gym and the computer room. Also classroom teachers who have children with food allergies may choose not to have any after school events to reduce the possibility of exposure.

Your cooperation is essential in keeping these children safe. For some, even a very small amount of the food that they are allergic to can cause a life threatening reaction.

At inside concession stands we request that any peanut butter products that are sold or served will be accompanied with a wet wipe to be used prior to the return to the theater, gym, etc. We would also suggest that a sign be posted stating that home baked goods may contain nuts/peanut products.

By signing below you and your organization agree to abide by our terms and conditions as stated in our Facilities Request Agreement and will comply with our policy regarding "Food Areas" in all of our schools.

Signature

Organization

Phone #

Date

E-Mail Address