BOARD OF EDUCATION LAWTON COMMUNITY SCHOOLS

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LENDING OF DISTRICTBOARD-OWNED EQUIPMENT

<u>No item of Board-owned equipment shall be loaned for non-school use off District</u> school property. If equipment is required for the use of those granted permission to use District facilities, it may be loaned in accordance with Board of Education policy on the use of school facilities.

The Board of Education believes that <u>DistrictBoard</u>-owned equipment is a valuable resource <u>whichthat</u> may be loaned for community use under certain conditions only, provided that such use does not infringe on the original and necessary purpose of the equipment or interfere with the <u>District's</u> educational program-<u>of the District</u>.

The Board may lend specific items of equipment on the written request of the user and approval granted by the Superintendent and only when such equipment is unobtainable elsewhere.

The user of <u>DistrictBoard</u>-owned equipment shall be fully liable for any damage or loss occurring to the equipment during the period of its use, and shall be responsible for its safe return. <u>The use of Board-owned equipment off District</u> property is subject to the same rules and conditions of use that are in effect when the equipment is used on District property.

Personal use of <u>DistrictBoard-owned</u> equipment or facilities by staff or students <u>will</u> shall be in accordance with the <u>Superintendent's administrative</u> guidelines of the <u>Superintendent</u>.

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