## AUTHORIZED USE OF SCHOOL OWNED MATERIALS AND EQUIPMENT

No school equipment may be used for other than school, school-related, civic, or educational purposes.

The board shall permit school equipment to be loaned to staff members when such use is related to their employment and to students when the equipment is to be used in connection with their studies or extracurricular activities. A written agreement should be used, which specifies the borrower's responsibility to return the equipment in the condition in which it was received, and his/her financial responsibility for any loss or damage, which will meet the requirements of all applicable insurance.

Mrs. Judith Nason, Chairperson Mrs. Priscilla Colbath Mrs. J. Lisbeth Olimpio Mrs. Vivian Macedo Mr. Stephen Brown Adopted by the Board: 4 April 2001 Reaffirmed by the Board: 6 May 2002 Reaffirmed by the Board: 17 May 2006 Reaffirmed by the Board: 21 Nov 2012