



School District 19
(Revelstoke)

Revelstoke Board of Education

Policy Manual

4.9 Authorized Use Of School/District Equipment

The Board believes school and district equipment ought to be safeguarded for the benefit of instructional programs.

All school equipment must remain on school premises except when the equipment is being used in connection with educational programs for students and school activities under the direction of an authorized person.

All equipment in schools, except for personal property of staff members, is the property of the School District. Equipment is not available for rental. Any use of equipment must adhere to the following guidelines:

Guidelines

1. The personal use of equipment by employees is not permitted.
2. The user, where authorization is granted, must provide satisfactory assurance to the school principal/District official that responsibility is assumed for liability involving any costs for repair and/or replacement of equipment and/or injury to the user or others resulting from use of the equipment.
3. The supervisor/principal will keep a record of all off-site use of equipment, including serial numbers.