

Conditions for Use of Leavitt Area High School Auditorium

The following rules and regulations govern the use of Leavitt Area High School Auditorium:

1. The organization using the facility shall be responsible for moving its own equipment into, and out of, the facility.
2. All programs shall be planned so they do not interfere with the regular school day schedule.
3. School authorities must have access to the facility at all times. They also reserve the right to revoke any permission for use of the auditorium, at any time and without prior notice or liability, should it be determined that such action is in the best interest of the facility and/or school system.
4. The use of the school facility shall be only temporary.
5. The possession or consumption of alcoholic beverages, tobacco products, or illegal drugs within any building or on school grounds is prohibited.
6. The possession or use of firearms and other weapons is prohibited.
7. Food or beverages are not allowed in any parts of the auditorium. They may be consumed in the lobby. Any menu of food products intended to be sold must be attached to the building use form.
8. In the absence of the principal or administrative personnel, the custodian is charged with the responsibility of the building.
9. No changes may be made to the facility unless authorized by building principal.
10. Any reasonable movement of the piano, equipment, or school furniture must be approved by school personnel.
11. No school property or equipment is to be altered or removed from the premises.
12. Nothing can be nailed, screwed, or tacked to the floor or walls of the auditorium. Set pieces must be braced, weighted with sandbags, etc.
13. The only tape allowed on the auditorium floor is spike tape. Other tapes: masking tape, duct tape, etc., can and do result in floor and wall damage.
14. No one is allowed to sit on the front of the stage.
15. No one is allowed to jump off the stage.
16. No one is allowed to put their feet on the auditorium seats or brace their knees on the seat backs.
17. No one is allowed to climb over rows.
18. No minors are allowed in the auditorium unsupervised.
19. Absolutely no one is allowed on either side of the balcony except school approved personnel.
20. All groups using the facility will be responsible for returning the facility to its original condition.
21. All groups will be held responsible for the removal, within 24 hours following the activity, of any equipment, stage props, etc.

Adopted: March 2016