



| | |
|---------------|--------------------------------|
| Book | BHASD Policies |
| Section | 700 Property |
| Title | Lending of Equipment and Books |
| Code | 708 |
| Status | Active |
| Adopted | June 28, 2004 |
| Last Revised | December 5, 2016 |
| Last Reviewed | December 5, 2016 |

Purpose

The Board directs that district-owned equipment shall not be loaned for nonschool use off school property. If equipment is required for use by those granted permission to use school facilities, it may be loaned in accordance with Board policy. [\[1\]](#)[\[2\]](#)

Delegation of Responsibility

Use of specific items of equipment, when unobtainable elsewhere, may be granted on the written request of the intended user and approval by the building principal.

The user of district-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.

Guidelines

When equipment authorized for lending requires the services of an operator, the user shall employ the person designated by the district and shall pay the stated cost of services.

School equipment may be removed from school property by students or staff members only when such equipment is necessary to accomplish tasks relevant to their school or job responsibilities. Prior approval of the principal is required for such removal.

School books and resources may be used by students during vacations when permission is granted by the building principal.[\[3\]](#)

| | |
|-------|----------------|
| Legal | 3. 24 P.S. 804 |
| | 2. Pol. 707 |
| | 1. 24 P.S. 801 |

| | |
|------------------|-------------|
| Cross References | 2. Pol. 707 |
|------------------|-------------|

