

UPPER BUCKS COUNTY AREA VOCATIONAL TECHNICAL SCHOOL

SECTION: PROPERTY

TITLE: LENDING OF EQUIPMENT
AND BOOKS

ADOPTED: January 15, 2009

REVISED:

708. LENDING OF EQUIPMENT AND BOOKS	
1. Purpose SC 801, 1850.1 Pol. 707	The Joint Operating Committee directs that school 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 Joint Operating Committee policy.
2. Delegation of Responsibility	<p>Use of specific items of equipment, when unobtainable elsewhere, may be granted on the written request of the intended user and approval by the Administrative Director or designee.</p> <p>The user of school 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.</p>
3. Guidelines	<p>When equipment authorized for lending requires the services of an operator, the user shall employ the person designated by the school and shall pay the stated cost of services.</p> <p>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 education or job responsibilities. Prior approval of the Administrative Director or designee is required for such removal.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 801, 804, 1850.1</p> <p>Joint Operating Committee Policy – 707</p>