



TOWNSHIP OF OCEAN SCHOOL DISTRICT

January 2022

**Township of Ocean Board of Education
Facility Use Notice
Policy and Regulations #7510**

Please be aware that the Township of Ocean Board of Education has approved changes to the policy and regulations concerning use of district facilities. Policy #2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries M is now included with the Use of Facility application. Please take note of definitions to the policy and regulations of *priority groupings*, the definition of *frequent uses* and *regular uses*, and also fees for, among other things, areas being used within the school building, for athletic field use, for custodial reimbursement and, a maintenance fee for certain uses. Please read the Policy and Regulations for further important details.

Please also note that *proof of residency* is **REQUIRED** in order to qualify as school age service groups and / or community related groups and the associated fees.

Submission of a roster including names and addresses of all participants must be submitted before a use can be approved.

If you have any questions please contact Rochelle Lezmi at 732-531-5600 ext. 3450.

TT/rl

(Use of Facilities; Policy Regulation Letter 2022)

7510 USE OF SCHOOL FACILITIES (M)

The Board of Education believes that the school facilities of this district should be made available for community purposes, provided that such use does not interfere with the educational programs of the schools. Therefore, the Board reserves the right to limit and/or deny requests based on their impact on efficient building utilization and maintenance.

The Board will permit the use of school facilities when such permission has been requested in writing and has been approved by the Superintendent, except when the Board reserves the right to withdraw permission after it has been granted.

In weighing competing requests for the use of school facilities, the Board will give priority to the following uses, in the descending order given:

1. School Related and Education Related Organizations

This category includes teacher organizations, parent organizations, alumni groups, any Township of Ocean municipal departments and other organizations directly related to the school.

A. As a general policy there will be no charge for educational programs or regularly scheduled meetings. However, approval may be granted with custodial charges when such action is considered necessary.

B. Extensive programs, unusual programs, or moneymaking programs may be approved with cost to the organization in view of purpose and facility requirements.

2. School Age Service Groups

This category shall include Youth Organizations whose membership and leadership consists of a two-thirds majority of Ocean Township residents, Little League, "Pop" Warner, American Youth Football, Soccer Association and other similar organizations.

A. Extensive programs, unusual programs, or moneymaking programs may be approved with cost to the organization in view of purpose and facility requirements.

3. Community Related Groups

This category refers to organizations in the Township of Ocean whose membership and Leadership consists of a two-thirds majority of Ocean Township residents that are



interested in using the building to put on a program. This category also includes organizations as the Lions, Kiwanis, Rotary, Optimists, Elks, Eastern Star, Women's Club, Masonic Organizations, political, charitable, religious and other similar organizations.

A. Extensive programs, unusual programs, or moneymaking programs may be approved with cost to the organization in view of purpose and facility requirements.

4. Non Profit Civic and Service Groups

This category refers to School age service groups and community groups not consisting of a majority of Ocean Township residents. It includes political, charitable, religious and other similar organizations.

5. Commercial Organizations (For Profit)

A. Facilities may be approved for local groups.

B. Approval may be granted for local organizations based on consideration of purpose, value to community school, etc.

Use of school equipment in conjunction with the use of school facilities must be specifically requested in writing and may be granted by the procedure by which permission to use facilities is granted. The user of school equipment must accept liability for any damage to or loss of such equipment that occurs while it is in use. Where rules so specify, no item of equipment may be used except by a qualified operator.

The Board shall require that all users of school facilities comply with policies of this Board and the rules and regulations of this district. Each user shall present evidence of the purchase of organizational liability insurance to the limit prescribed by such regulations.

6. Fees

Charges for the use of school facilities shall be based on the priority of the activity, and personnel/supervision cost.

A. First priority activities will not be charged for facility use. Custodial fees and maintenance fees will be waived unless determined to be extensive, unusual or money making activities.

B. Second and third priority infrequent activities will not be charged a facility use fee. Frequent and regular usage will incur a flat seasonal facility fee. However,



charges may include the appropriate custodian and maintenance fee coverage rate.

- C. Fourth priority activities will be charged a non-profit rate for facility use. Charges will also include the appropriate custodian and maintenance fee coverage rate.
- D. Fifth priority activities will be charged a profit rate for facility use. Charges will also include the appropriate custodian and maintenance fee coverage rate.

The school district shall provide a copy of Policy and Regulation 2431.4 – Prevention and Treatment of Sports-Related Concussions and Head Injuries to all youth sports team organizations that operate on school grounds or in school facilities. In accordance with the provisions of N.J.S.A. 18A:40-41.5, the school district shall not be liable for the injury or death of a person due to the action or inaction of persons employed by, or under contract with, a youth sports team organization that uses school facilities or operates on school grounds if the youth sports team organization provides the school district proof of an insurance policy in the amount of not less than \$50,000 per person, per occurrence; insuring the youth sports team organization against liability for any bodily injury suffered by a person.

For the purpose of this Policy, a “youth sports team organization” means one or more sports teams organized pursuant to a nonprofit or similar charter or which are member teams in a league organized by or affiliated with a county or municipal recreation department.

The Board shall provide to all persons who supervise youth programs that are not sponsored by the school district, but operate a program in a district building before or after school hours, on the weekend, or during a period when school is not in session, information on the district’s school practices and procedures in the event of a school safety or security incident at a school including non-confidential information on evacuation procedures, emergency response protocols, and emergency contact information in accordance with the provisions of N.J.S.A. 18A:41-7.

The Board shall develop regulations and a fee schedule for the use of school facilities; such regulations shall be distributed to every user of the facilities and every applicant for the use of school facilities. Permission to use school facilities shall be granted only to persons and organizations that agree in writing to be bound by these regulations.



POLICY

OCEAN TOWNSHIP
BOARD OF EDUCATION

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USE OF SCHOOL FACILITIES (M)

N.J.S.A. 18A:20-20; 18A:20-34; 18A:41-7

Adopted: 21 September 1976

Revised: 17 July 1990, 26 June 2001, 29 June 2004, 17 August 2004, 21 June 2013, 19
December 2017, 25 January 2022



REGULATION

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R 7510 USE OF SCHOOL FACILITIES

The Board of Education and the Administration welcome the use of school facilities by community organizations. The Township of Ocean Board of Education reserves the right to reject any and/or all applications for the use of school facilities and to approve only those applications that are in the best interest of the Township of Ocean School District.

Organizations desiring to use school facilities will first check the availability of the facilities for the date required with the school building principal. Application is then to be made on the regular Board of Education form obtainable from the principal's office or on the district website. Applications, when completed, shall be returned to the building principal's office.

Application must be made at least one (1) month prior to the date of the proposed use. In addition priority will be assigned by the dates. (See: APPLICATION PROCEDURE: Item A)
(Note: chief school administrator/designee can waive this requirement)

It shall be required that, at all times, at least one custodian be present who will represent the District to enforce its Rules and Regulations. Custodians are representatives of the District in the care and operation of buildings. Organizations will heed the requests of custodian for the enforcement of regulations.

The organizations shall be responsible for all damage claims to school property.

Organizations are responsible for reimbursing the school district for all expenses incurred for clean up of the areas used.

Failure to comply with the rules and regulations of the Township of Ocean School District will result in the denial of the use of the district facilities for future occasions.

INSURANCE:

The Board shall, in all instances, require a certificate of insurance to be filed with this application. The limits of the policy shall be \$1,000,000 bodily injury and property damage combined single limit of liability. The Board of Education shall be named as an "additional insured" on all certificates of insurance.

Organizations will hold the Township of Ocean Board of Education harmless from any and all bodily injury and/or property damage resulting from the organizations use of facilities.

TYPES OF ACTIVITIES PROHIBITED:

- A. Smoking is prohibited in all areas of the all school buildings and grounds.



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- B. NO alcoholic beverages may be sold or consumed in a school facility or on school property.
- C. No one may enter the building unless admitted by a member of the school staff.
- D. School facilities are not available on Holidays or when schools are closed due to inclement weather.

APPLICATION PROCEDURE:

- A. First priority groups may schedule events at any time. Second priority groups will be given the opportunity to schedule events each year from May 1-15. Third priority groups will be given the opportunity to schedule events each year from May 16 to June 10. Fourth priority groups will be given the opportunity to schedule events each year from June 11-30. After June 30, facilities will be available on a first come first served basis.
- B. Applicant obtains the required building use forms at the office of the principal of the school for which the request is made or on the district website.
- C. The application is to be completed and presented with the required insurance certificate to the principal for review and considerations for approval. Any flyers or advertisements that may be issued as a result of the use, must be submitted for district approval.
- D. The principal forwards the approved application/permit and related completed documents to the Superintendent/designee.
- E. The request is reviewed and a fee is established by the Superintendent/designee per Board policy.
- F. The Board of Education reserves the right to grant alternate facilities for use by the applicant.

PERMITS:

- A. The application, once signed and approved by the Superintendent/building principal or designee, shall constitute a permit authorizing the requisitioner for use of the facilities.



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- B. A copy of the permit is sent to the applicant, a copy is retained by the Superintendent/designee, and a copy is sent to the school for which the request is made.
- C. All permits shall be revocable and shall not be considered as a lease, and the Board of Education, or its authorized agent, may reject any application or cancel any permit.
- D. Permits shall be available for inspection at all times during facility use by authorized representatives of the Board.
- E. Permits issued for any continuing, extensive yearly programs shall be subject to suspension in the event that the allocated space is required for school use or other use deemed necessary by the Board or its authorized agent. Every attempt shall be made to avoid or minimize such suspension.
- F. Should the holder of a permit wish to cancel a reserved date, the Superintendent/building principal or designee must be notified at least five (5) business days prior to the time of the meeting or performance. Otherwise all charges will be applicable.
- G. The individual making application will be designated as the responsible person and the organization will be held responsible for any liability, property or material damage.
- H. Only those areas designated in the application may be used.

RULES GOVERNING YOUTH ACTIVITIES:

- A. Appropriate supervision ratios must be maintained. The Board of Education reserves the right to dictate specific adult–youth supervision ratios.
- B. Adult supervisors shall be familiar with policies and regulations of the Township of Ocean Board of Education governing facility use.
- C. No Youth activity shall be permitted unless properly supervised by authorized persons. Future facility use may be denied if proper adult supervision is not provided.



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- D. Responsibility extends to the land and building in which the particular activity is located. Supervision is not limited to activity participants. Supervision extends to outsiders who may have to be removed from the building.
- E. Traffic control shall be maintained and limited to the facility authorized.
- F. Activity shall be limited to authorized areas. Roaming shall not be allowed. Entrance and exits shall be controlled.
- G. Equipment usage shall be limited to authorized issue. Classrooms, desk contents, room libraries, displays and equipment shall not be disturbed. Area lighting, equipment storage, blackboards, tack-boards, and furniture arrangements shall not be changed without special permission.
- H. Unless otherwise noted, area cleanliness and furniture placement shall be the responsibility of the permit holder.

FEE SCHEDULE AND PROCEDURE:

Charges for the use of school facilities shall be based on the priority of the activity, and personnel/supervision cost.

- A. First priority activities will not be charged for facility use. Custodial fees will be waived unless determined to be extensive, unusual or money making activities.
- B. Second and third priority infrequent activities will not be charged a facility use fee. However, frequent and regular use will incur a flat fee of \$150 per season. Activities that qualify for the fee will be notified before each season. Charges may include the appropriate custodian and maintenance fee coverage rate.
- C. Fourth priority activities will be charged a non-profit rate for facility use. Charges will also include the appropriate custodian and maintenance fee coverage rate.
- D. Fifth priority activities will be charged a profit rate for facility use. Charges will also include the appropriate custodian and maintenance fee coverage rate.

FEE SCHEDULE – DAILY RATE:



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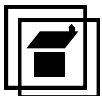
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AREA	PROFIT	NONPROFIT	
		½ Day (4 Hrs.)	Full Day (up to 8 hours)
Auditorium (HS & TOIS)*	940	225	325
Auditorium (all other)*	740	125	225
Library	160	75	125
Gymnasium (HS & TOIS)	540	105	185
Gymnasium (all others)	340	85	145
Cafeteria with kitchen** (OTES, TOIS & HS)	340	105	185
Cafeteria without kitchen	200	85	145
Classrooms (each)	150	60	100
Grounds/Fields***	240	100	175
Specialty	The Board reserves the right to make adjustments to the policy in the case of a special event .		

- * May be charged additional fee if School Lighting Technician is required.
- ** District personnel are required to utilize kitchen equipment and appropriate fee will be charged to the group.
- *** Excludes High School Stadium

HIGH SCHOOL STADIUM*

TIME FRAME	PROFIT	NONPROFIT
2 hours – weekday	600	200
2 hours – weekend	750	250
4 hours – weekday	900	300
4 hours – weekend	1,125	375
8 hours – weekday	1,800	600
8 hours – weekend	2,250	750
Light usage charge	25/hour	25/hour
Specialty	The Board reserves the right to make adjustments to the policy in the case of a special event .	



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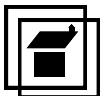
- * May be charged additional fee if School Personnel is required for rest rooms, lights or press box usage.

OTHER CONDITIONS:

- A. The board superintendent/building principal in conjunction with the custodial supervisor reserves the right to determine the number of custodians required to service facility use.
- B. All groups using indoor facilities or field facilities may be assessed on additional fee for cleaning up the area when conditions require, as a result of the group's use.
- C. Due to liability concerns cafeteria with kitchen usage may only be used with the utilization of the trained cafeteria staff. Groups will be responsible for payment at the staff's regular hourly rate of pay.
- D. Faculty, activity directors, and coaches employed by the Township of Ocean School District may receive a discount on facility rentals in the amount of \$250 per week, if participants are 30 or less, and/or \$475 per week, if participants are more than 30. A reduction in this fee may occur if scholarships/aid are given to Township of Ocean students. A 'Reduction in Fee' request must be submitted to the Superintendent/designee for review.

Adopted: 29 June 2004

Revised: 17 August 2004, 21 June 2013, 24 June 2014, 19 December 2017



TOWNSHIP OF OCEAN BOARD OF EDUCATION CAFETERIA FACILITY USAGE GUIDLINES

Due to new State mandates concerning school nutrition guidelines and biosecurity, School cafeterias are only allowed to be utilized as detailed in Board of Education Policy and Regulations #7510-Use of School Facilities.

In accordance with the School District Bio-security plan to eliminate possible contamination from outside sources the following are requirements each organization must consider when planning their next event where food selection is to be offered.

Organizations have 2 options:

1. Hiring the district cafeteria to purchase, prepare, and serve food for the event.
2. Having food / supplies supplied by organization without the assistance of the cafeteria personnel. Please note all areas of the food service location will be locked and prohibited from use. This includes all of the refrigeration areas.

Custodial staffing and reimbursement will be made in accordance with the Board of Education Policy and Regulations #7510 (if applicable).

Cafeteria employees will be compensated at a rate of \$16.00 per hour and \$18.00 per hour for cafeteria management personnel. All fees will be billed and paid by check directly to the Ocean Township B.O.E. Café Fund.

There will be a cafeteria facility usage charge for fourth and fifth priority organizations per Board Policy and Regulations #7510. For more information Sodexo Food Service can be contacted directly. Call Jackie Wagner at (732) 531-5600 ext. 7091.

REMEMBER:

- Organizations are responsible for all damage or loss to school property and/or equipment.
- Proper safety precautions must be followed when utilizing school properties and equipment.
- The district may assess an additional clean up fee if conditions require.
- The district reserves the right to reject any and all applications for the Use of School Facilities and to approve only those applications that are in the best interest of the Township of Ocean School District.

Revised January 2018

POLICY

Ocean Township Board of Education

2431.4. PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES M
Section: Program
Date Created: December 2010
Date Edited: August 2012

2431.4. PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES M

[See POLICY ALERT Nos. 190 and 194]

A concussion is a traumatic brain injury caused by a direct or indirect blow to the head or body. In order to ensure the safety of pupils that participate in interscholastic athletics and cheerleading programs, it is imperative that student-athletes, cheerleaders, coaches, and parents are educated about the nature and treatment of sports-related concussions and other head injuries. Allowing a student-athlete or cheerleader to return to play before recovering from a concussion increases the chance of a more serious brain injury.

Every school district that participates in interscholastic athletics or cheerleading programs is required to adopt a policy concerning the prevention and treatment of sports-related concussions and other head injuries among student-athletes in accordance with the provisions of N.J.S.A. 18A:40-41.1 et seq. For the purpose of this Policy, "interscholastic athletics" shall be Kindergarten through twelfth grade school-sponsored athletic programs where teams or individuals compete against teams or individuals from other schools or school districts. For the purpose of this Policy, "cheerleading program" shall be Kindergarten through twelfth grade school-sponsored cheerleading programs.

The school district will adopt an Interscholastic Athletic and Cheerleading Head Injury Training Program to be completed by the team or school physician, licensed athletic trainer(s) involved in the interscholastic athletic program, all staff members that coach an interscholastic sport, designated school nurses, and other appropriate school district personnel as designated by the Superintendent. This Training Program shall be in accordance with guidance provided by the New Jersey Department of Education and the requirements of N.J.S.A. 18A:40-41.2

The Principal or designee shall distribute the New Jersey Department of Education Concussion and Head Injury Fact Sheet and Parent/Guardian Acknowledgement Form to every student-athlete who participates in interscholastic sports and every cheerleader who participates in a cheerleading program. The Principal or designee shall obtain a signed acknowledgement of the receipt of the Fact Sheet by the student-athlete's or cheerleader's parent and keep on file for future reference.

Prevention of a sports-related concussion and head injuries is an important component of the school district's program. The school district may require pre-season baseline testing

of all student-athletes and cheerleaders before the pupil begins participation in an interscholastic athletic or cheerleading program.

Any student-athlete or cheerleader who exhibits the signs or symptoms of a sports-related concussion or other head injury during practice or competition shall be immediately removed from play and may not return to play that day. Emergency medical assistance shall be contacted when symptoms get worse, loss of consciousness, direct neck pain associated with the injury, or any other sign, the supervising school staff member determines emergency medical attention is needed. If the School or team physician is available when the student-athlete or cheerleader is exhibiting signs or symptoms, the pupil will be evaluated. The Principal or designee shall contact the pupil's parent and inform the parent of the suspected sports-related concussion or other head injury.

Possible signs of a concussion can be observed by any school staff member or the school or team physician. Any possible symptoms of a concussion can be reported by the student-athlete or cheerleader to: coaches; licensed athletic trainer; school or team physician; school nurse; and/or parent. The Principal or designee shall provide the student-athlete or cheerleader with Board of Education approved suggestions for management/medical checklist to provide to their parent and physician or other licensed healthcare professional trained in the evaluation and management of sports-related concussions and other head injuries.

A student-athlete or cheerleader who participates in interscholastic athletics or a cheerleading program and who sustains or is suspected of sustaining a concussion or other head injury shall be required to have a medical examination conducted by their physician or licensed health care provider. The pupil's physician or licensed health care provider shall be trained in the evaluation and management of concussion to determine the presence or absence of a sports-related concussion or head injury.

The pupil's physician or licensed health care provider must provide to the school district a written medical release/clearance for the pupil indicating when the pupil is able to return to the activity. The medical release/clearance must indicate the student-athlete or cheerleader is asymptomatic at rest and either may return to the interscholastic athletic activity or cheerleading program because the injury was not a concussion or other head injury or may begin the district's graduated return to competition and practice protocol outlined in Regulation 2431.4. A medical release/clearance not in compliance with this Policy will not be accepted. The medical release/clearance must be reviewed and approved by the school or team physician.

The school district shall provide a copy of this Policy and Regulation 2431.4 to all youth sports team organizations that operate on school grounds. In accordance with the provisions of N.J.S.A. 18A:40-41.5, the school district shall not be liable for the injury or death of a person due to the action or inaction of persons employed by, or under contract with, a youth sports team organization that operates on school grounds, if the youth sports team organization provides the school district proof of an insurance policy in the amount of not less than \$50,000 per person, per occurrence insuring the youth sports team organization against liability for any bodily injury suffered by a person and a statement of compliance with the school district's Policy and Regulation 2431.4 - Prevention and Treatment of Sports-Related Concussions and Head Injuries.

For the purposes of this Policy a "youth sports team organization" means one or more sports teams organized pursuant to a nonprofit or similar charter or which are member teams in a league organized by or affiliated with a county or municipal recreation department.

This Policy and Regulation shall be reviewed and approved by the school physician and shall be reviewed annually, and updated as necessary, to ensure it reflects the most current information available on the prevention, risk, and treatment of sports-related concussion and other head injuries.

N.J.S.A. 18A:40-41.1; 18A:40-41.2; 18A:40-41.3; 18A:40-41.4; 18A:40-41.5

Adopted: 14 December 2010

Revised: 20 December 2012, 21 August 2012



TOWNSHIP OF OCEAN SCHOOL DISTRICT

163 Monmouth Road • Oakhurst, NJ 07755
732-531-5600 x3450 • fax 732-531-5972

Application and Agreement for Use of School Facilities

Organization: _____	Application Date: _____
Street: _____	Contact Name: _____
City, State Zip: _____	Daytime Phone: _____ Alt Phone: _____
Are you a Non-Profit organization? _____	Email: _____
Purpose of Activity? _____	
<p>I certify that I have read the <u>Township of Ocean Board of Education's Policy 7510 – Use of School Facilities</u> and <u>Township of Ocean Board of Education's Regulation 7510 – Use of School Facilities</u>. I will provide a Certificate of Insurance with submission of this application. Additional custodial fees will be assessed for any cleaning required to our facilities necessitated by my use. Kitchen use requires adherence to Cafeteria Facility Usage Guidelines.</p>	
Signature: _____	

School Requested	_____ Ocean Twp. High School	_____ Auditorium	_____ Classroom(s)
	_____ Ocean Twp. Intermediate	_____ Cafeteria	_____ Athletic Field
	_____ Ocean Twp. Elementary School	_____ Kitchen	_____ Turf Field
	_____ Wanamassa Elementary School	_____ Gymnasium	_____ Athletic Center
	_____ Wayside Elementary School	_____ Black Box	
	_____ Administration Building		
Will admission be charged? If so, how much?	_____	Number of persons expected in facility _____	Other equipment required? _____

Month	Date(s)	Begin Time	End Time

Month	Date(s)	Begin Time	End Time

APPROVALS	DATE
School Principal	
Athletic Director	
Business Administrator	
Superintendent of Schools	
Board of Education	

<u>Custodian Requisition</u>			
Number of Custodians Req'd	Beginning Time	Ending Time	Total Hours
Comments:			
Director of Facilities			Date

Organization Estimated Cost:	Custodian/District Representative Estimated Cost:	Total Estimated Cost:

Township of Ocean School District

Use of Facilities

ADDENDUM

The applicant organization hereby agrees to follow all applicable Executive Orders and any other laws or directives while using school facilities and premises, as it relates to COVID-19 and the admissions of any attendees or participants for such use. In addition, applicant releases, indemnifies and hold harmless the Township of Ocean School District from any and all liability in the event that any attendee or participant to the event(s) become exposed to, contract, or spread COVID-19 while utilizing or as a result of utilizing the school facilities or premises.

The Township of Ocean School District cannot prevent you [or your child(ren)] from becoming exposed to, contracting, or spreading COVID-19 while utilizing The Township of Ocean School District facilities. It is not possible to prevent against the presence of the disease. Therefore, if you choose to utilize facilities and/or enter onto Township of Ocean School District premises you may be exposing yourself to and/or increasing your risk of contracting or spreading COVID-19.

ASSUMPTION OF RISK: I have read and understood the above warning concerning COVID-19. I hereby choose to accept the risk of contracting or spreading COVID-19 for myself and/or my children in order to utilize Township of Ocean School District facilities and enter Township of Ocean School District's premises.

WAIVER OF LAWSUIT/LIABILITY: I hereby forever release and waive my right to bring suit against the Township of Ocean School District and it's officers, directors, managers, officials, trustees, agents, employees, or other representatives in connection with exposure, infection, and/or spread of COVID-19 related to utilizing Township of Ocean School District's facilities and premises. I understand that this waiver means I give up my right to bring any claims including for personal injuries, death, disease or property losses, or any other loss, including but not limited to claims of negligence and give up any claim I may have to seek damages, whether known or unknown, foreseen or unforeseen.

CHOICE OF LAW: I understand and agree that the law of the State of New Jersey will apply to this waiver and release.

I HAVE CAREFULLY READ AND FULLY UNDERSTAND ALL PROVISIONS OF THIS RELEASE, AND FREELY AND KNOWINGLY ASSUME THE RISK AND WAIVE MY RIGHTS CONCERNING LIABILITY AS DESCRIBED ABOVE:

Signature of Applicant: _____ DATE: _____

Name of Applicant and Organization: _____

I have read and understand the above requirements to utilize the Township of Ocean buildings and/or grounds. All participants under this application that are on school grounds or in school buildings must be made aware of the above guidelines and it is the applicant's responsibility to enforce said guidelines.