



ARLINGTON CENTRAL SCHOOL DISTRICT

144 Todd Hill Road • LaGrangeville, NY 12540

Entry Protocol

Any group or individual utilizing an Arlington building must use the Entry Protocol.

- The main entrance is the point of entry.
- The custodian will open the door for the coach or adult in charge of the activity 5 minutes prior to the start of an activity.
- **Doors may not be left unlocked or propped open.**
- Use will be confined to the spaces or rooms reserved. Use of other spaces and rooms is prohibited.
- Children must be properly supervised and no group will be admitted that does not have adequate adult supervision for the given number of children.
- All guests bringing non-participating children are responsible for their supervision and keeping them in the designated event spectator area.
- The use of tobacco, alcoholic beverages and illicit drugs is prohibited anywhere in/on school property. **Latex balloons, latex rubber bands and latex gloves are prohibited in all Arlington Central School District buildings and related properties.** Any individuals found violating this policy will be asked to leave the school premises. If an individual does not comply, the authorities will be contacted to remove such individual. Repeated violations will also result in the revocation of the use of the facility by the group or organization.
- Parking will be in designated areas only. Access to fire exits must be maintained.
- If schools are closed or dismiss early due to inclement weather or another emergency, all use of facility events are canceled.

Failure to observe these rules will result in suspension of the Use of Facility privilege.