



PALISADES

CHARTER HIGH SCHOOL

Charter Safe Recommended Revised Policy Language SCHOOL-SPONSORED CLUBS AND ACTIVITIES

The Administration and Board believes that the goals and objectives of Palisades Charter High School are best achieved by a diversity of learning experiences that take place both in and outside of the classroom. To achieve this goal, the Board encourages students and staff to form clubs and extra-curricular activities that will enhance their educational experience.

The following criteria should be used to differentiate between a school sponsored club or activity from that of a non-school sponsored student club or activity.

School sponsored clubs and activities meet the following criteria:

1. Application for club or activity has been submitted to and approved by Administration and the Board in accordance with adopted written policy. *(Note: There should be an application form, specified advance timeframe for complete submission, and it should be clear which staff member, board member, etc. has the authority to authorize the club or activity.)*
2. Activities are conducted on or off school premises under the supervision and guidance of a staff member.
3. Activities adhere to school/student conduct rules and applicable State/Federal laws.
4. Participants are limited to enrolled students, approved parent volunteers, and staff only.
5. All participants must have signed voluntary activity-specific waivers and emergency medical release forms on file.
6. Any vendors involved carry recommended coverage types and limits, provide additional insured endorsement in favor of school/CMO, its directors, officers, employees, agents, volunteers, and authorizer; and sign an indemnity/hold harmless agreement in favor of Palisades Charter High School, its directors, officers, employees, agents, volunteers, and authorizer.

Non-school sponsored student clubs or activities are those whose activities fail to meet any of the criteria listed above. Guidelines for non-school-sponsored activities are as follows:

1. School resources such as copiers, paper, supplies, etc. may not be used to advertise, promote, or organize non-sponsored activities.
2. Classroom or educational time may not be used to advertise, promote, or organize non-sponsored events.



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3. Materials must refrain from using the school logo or branding and include a disclaimer on each flyer, document, or electronic document stating: *"This [trip, event, activity, etc.] is not sponsored or supervised by Palisades Charter High School and the school assumes no liability for injuries or damages resulting from such non-sponsored activity."*

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