

Facility Use Policy

- All functions should be scheduled during normal business hours of the library.
 - The library director can be contacted to arrange after hour use. After hour use is only available if staffing and weather conditions permit.
- No activity that would interfere or conflict with any college activity will be allowed in the library. College sponsored activities, including curricular and extra-curricular functions, retain first priority for the use of facilities. Other requests will be considered on a first-come, first-served basis
- No facilities shall be allowed to be used in any fashion by any non-college group or agency for activities that may be improper under any applicable laws, statutes, regulations, ordinances, policies or federal grant assurances.
- All Blackfeet Community College Facilities will remain politically neutral. All political/campaign activities will be limited to educational activities where all candidates will have the opportunity to express their views.
- The requestor is expected to return the room to its original condition. Room temperature controls are established by the College and cannot be adjusted by library staff. The Library expects that area will be cleaned at the end of the function or activity.
- The individual who serves as representative shall be responsible for the conduct and control of both the patrons and participants, and shall insure that all applicable state, federal and college regulations governing safety are followed. There must be adequate adult supervision and users must assure that all children will not be left in the facility unsupervised.
- Use of library facilities shall not be considered as an endorsement of the activity, the activity group or the organization, nor the purpose it represents.
- All users will be liable for costs associated with property damage up to the amount of the college's liability deductible. All users shall agree to indemnify and hold the college harmless from any claims, loss, damages, expenses or liability that may arise as a result of, or in harmless connection with their use of school facilities.
- Individuals/groups requesting the use of the library facilities should not assume that college equipment is also at their disposal.
- The user is responsible for providing any additional tables, chairs, etc., that may be needed for the event. These items may not be moved from other areas to the area being used.
- Individuals requesting the use of library facilities may bring in food or drinks. It is up to the requestor to arrange for food set up and clean up.
- Blackfeet Community College is not responsible for accidents thefts, loss of or damage to personal property

Substance Free Usage

Absolutely no possession or use of alcoholic beverages, non-prescription drugs,

mind-altering substances, or smoking and smokeless tobacco will be allowed in Blackfeet Community College facilities.