



NON-INSTRUCTIONAL SERVICES: Non-Instructional Services

Review and Approval of School-Sponsored Activities

I. Policy Statement

- A. The Board of Education of Baltimore County (Board) recognizes the value of offering school-sponsored activities to enhance and enrich the total educational experience for Baltimore County Public Schools (BCPS) students in safe and secure venues.
- B. The Board believes that guidelines must be established for the review and approval of school-sponsored activities in order to minimize the risk of personal injury, property damage or property loss.

II. Definition

School-Sponsored Activity – An activity that is sponsored, approved, conducted, planned and/or supervised by school staff regardless of whether the activity takes place on or off school property or occurs during regular instructional hours.

III. Standards

The Superintendent shall establish guidelines for the review and approval of school-sponsored activities. These guidelines shall include, but not be limited to, the following:

- A. Conducting an insurance and risk analysis of the proposed school-sponsored activity;
- B. Reviewing, approving and executing all contracts, leases and agreements in accordance with Board policies, Superintendent's rules and BCPS operating procedures; and
- C. Ensuring that each school-sponsored activity is chaperoned by school staff and that security personnel are present, as appropriate.

IV. Implementation

The Board directs the Superintendent to implement this policy.

Legal References: *Annotated Code of Maryland, Education Article §4-105, Comprehensive Liability Insurance; Defense of Sovereign Immunity*

Related Policies: Board of Education Policy 1300, *Use of School Facilities*
Board of Education Policy 3125, *School Activity Funds*
Board of Education Policy 3150, *Board Insurance Program*
Board of Education Policy 3215, *Contract Execution*
Board of Education Policy 5320, *Student Organizations and Clubs*
Board of Education Policy 5470, *Wellness*
Board of Education Policy 5500, *Code of Student Conduct*
Board of Education Policy 5530, *Student Use and Possession of Tobacco*
Board of Education Policy 5540, *Alcoholic Beverages, Controlled Dangerous Substances, Intoxicants, Prescription and Nonprescription Drugs*
Board of Education Policy 5550, *Disruptive Behavior*
Board of Education Policy 6702, *Extracurricular Activities*
Board of Education Policy 6800, *Field Trips and Foreign Travel*
Board of Education Policy Sub Series 8360, *Ethics Code*
Board of Education Policy 8410, *Reporting Fraud, Waste, Abuse or Unlawful Acts*

Policy Board of Education of Baltimore County
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