

Facilities, Technology & General Services

Community Use of School Facilities

The Elmont School District makes its facilities available to recognized community groups after school and on the weekends. If you would like to apply for a permit to use our facilities, please be guided by the following steps.

While we attempt to approve as many use of facilities requests as possible, traditionally we receive more requests than can be accommodated. Consequently, it is important that you contact us early in your planning and scheduling process to insure that the facility you desire is available. Applications are considered on a first-come, first-served basis.

To be approved for a use of facility permit, your organization must agree to follow the school district's rules and regulations for use of facilities and be comprised of at least fifty percent (50%) Elmont School District residents. Additionally, you must provide the school district with an insurance certificate for \$1,000,000 for bodily injury and property damage.

To allow adequate time for the approval process, permit applications must be submitted thirty (30) days in advance of your intended use. Applications for use of facilities are available below in Adobe Acrobat format. Alternatively, they may be obtained from the Office of Facilities, Technology and General Services, 135 Elmont Road, Elmont, NY 11003, telephone number 326-5500, extension 42028.

Completed applications should be returned to the attention of Peggy Midgette at the aforementioned office. As soon as possible after review, applicants will receive an approved permit or the reason why the application can not be approved. In many cases, if a permit can not be approved, we can work with the applicant to find an alternate date or site that is available.

Documents pertaining to the use of school facilities are available here in Adobe Acrobat format. You will need the free [Adobe Reader](#) software to view and/or print these menus.



[Rules and Regulations](#)

[Application for Use of School Premises](#)

[Application for Use of Playing Fields](#)