

**CRANFORD PUBLIC SCHOOLS
CRANFORD, NEW JERSEY**

POLICY: EMPLOYEE OFF HOUR USE OF EQUIPMENT

Any Cranford School employee shall be permitted to use, in "off-hours" for private purposes the equipment and teaching aids normally available in the regular school assignment and environment, provided: (a) it does not impose on the Board of Education any additional cost for materials, service or repairs; (b) prior permission has been granted by the building principal, for the specific time and place, and; (c) this privilege is not used for any private gain; for example, but not limited to monetary and political gain.

This use afforded by this policy shall be in compliance with Policy 6142.10 "Technology – Acceptable Use," and all of the provisions, rules, limitations and protections contained therein.

Adopted: June 13, 2011