



YOUTH SERVICE
ORGANIZATIONS

E05.00
Revised
MAY 1985
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PROCEDURE

Introduction

The Seattle School District cooperates with youth service organizations because these organizations increase the educational, social, and recreational opportunities available to Seattle students.

Identification

Youth service organizations (YSO) are defined as non-profit youth organizations. Examples of such groups include, but are not limited to the following:

- Boy Scouts (Cubs, Boy Scouts, Explorers)
- Boy's Clubs of Seattle and King County
- Camp Fire Girls (Blue Birds, Camp Fire, Junior Hi Camp Fire, Horizon Club)
- Central Area Youth Association
- Filipino Youth Activities
- Girl Scouts (Brownies, Girl Scouts)
- Salvation Army (Red Shield Youth Group, etc.)
- Seattle Chinese Athletic Association
- Seattle Parks Department
- YMCA (Gray-Y, Indian Guides, Hi-Y)
- YWCA (Y-Teens)

Procedures

1. Building Use by Youth Service Organizations
 - a. Recruitment Meetings
 - (1) Notify the school of your intent to hold a recruitment meeting and discuss the proposed recruitment activities with the principal or program manager.
 - (2) Obtain an application form for Building and Grounds Use either from the principal or program manager, or from the School District Real Estate Section, MS 22-332, PO Box 34165, Seattle, Washington 98124.

Adopted:
Former Code(s): F01.02
Repealed:



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- (3) Submit the completed application form directly to the School District Real Estate Section where it will be checked for space availability and possible conflicts with other scheduled activities
 - (4) Under normal circumstances, a Building Use Permit will be approved for one recruitment meeting per year. This one meeting is to include an aggregate of all youth service organizations; separate meetings for each individual organization will II.Q1 be approved.
 - (5) A survey of pupil interest may be initiated at recruitment meetings; organization leaders must provide any necessary survey forms.
- b. Other Activities
- (1) Obtain an application form for Building and Grounds Use from the School District Real Estate Section or from the school office.
 - (2) Submit the completed application form directly to the School District Real Estate Section where it will be checked for space availability and possible conflicts with other scheduled activities.
 - (3) YSO leaders will be notified as to the disposition of their applications. Copies of approved permits will be forwarded to both the school office and the building custodian.
2. Early Dismissals - Requests for participation in YSO activities during school time
- a. Principals and program managers do D.Q.1 approve any early dismissals to attend activities of YSO's requested by pupils, parents, or local leaders.
 - b. If unusual conditions warrant an early dismissal:
 - (1) The central office of the YSO requests approval from the appropriate administrative supervisor.
 - (2) The administrative supervisor notifies the principal or program manager.

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- (3) After the dismissal is approved by the appropriate administrative supervisor, the principal or program manager requires a written request from the parent(s) or guardian(s).

3. Y.S.O. Publicity - Youth service organizations may:
- a. Post announcements on sch901bulletinboards.
 - b. Leave appropriate YSO literature at the school office to be picked up by interested students.
 - c. Send end-of-the-year announcements of summer programs home with students.
4. Authorization - Refer questions regarding school interaction with YSO's to the office of the appropriate administrative supervisor who is the official contact between the Seattle Public Schools and these organizations.