FACILITY REQUEST GUIDELINES

Dike-New Hartford values strong partnerships with our students, families, organizations, and community members. Our school facilities are important community assets.

To provide clarity and consistency, the following guidelines have been implemented regarding facility use requests and confirmations.

Youth Team Practices

Requests for youth team practices will be accepted **beginning July 1 prior to the upcoming school year**.

This includes, but is not limited to: youth basketball, AAU volleyball, youth baseball, youth wrestling, and other community-based youth activities.

Tournament Events

Requests for tournament events will be accepted only if the **request date is within one calendar year of the event**.

This includes, but is not limited to: booster club tournaments, AAU events, archery, and youth wrestling tournaments.

School-Sponsored Events

School-sponsored events may be scheduled at **any time** as determined by the district.

This includes junior high and high school competitions and practices, FFA events, concerts, performances, academic events and school programs.

School-sponsored activities will always receive scheduling priority over outside facility requests.

Graduation Receptions

Requests for graduation receptions will be accepted **beginning July 1 following a student's freshman year** of high school.

This timeline allows families to plan ahead while ensuring district flexibility for future scheduling needs.

Additional Information

- Requests submitted outside of the guidelines stated above will not be accepted or confirmed.
- Submission of a facility request does not guarantee approval.
- All requests remain subject to district approval, availability, staffing, and district policies.
- Approved events may be adjusted or canceled if conflicts arise.

If you have questions, please contact Cody Eichmeier at cody.eichmeier@dnhcsd.org or 319-528-5294.

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