Washington County School District
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Administrative Letter A112

Aircraft

Administrative Letter #112 Aircraft

DATE: August 8, 2016; Revised October 2018; Updated February 2024

FROM: Superintendent Richard Holmes

REGARDING: Aircraft

This letter is drafted to clearly define the Washington County School District's (WCSD) position on the use of aircraft – including drones – at WCSD sponsored events or facilities. The following list should not be considered comprehensive and may be added to as aircraft-related practices or concerns arise that present inherent safety risks to staff or students.

DEFINITIONS (as outlined by the Federal Aviation Administration (FAA))

- Aircraft: A device that is used or intended to be used for flight in the air
- Unmanned Aircraft System UAS (Drone): An aircraft without a human pilot on board
- FFA: Federal Aviation Administration

GENERAL SAFETY

- Landing aircraft on WCSD grounds at non-sporting events may be permitted and will be reviewed on a case-by-case basis.
    - Exception requests must be made to WCSD Risk Management for consideration and approval.
- Skydiving on WCSD grounds is prohibited.
- WCSD personnel are prohibited from operating aircraft while working within the course and scope of their employment.
- WCSD personnel and students are prohibited from using non-commercial aircraft for travel or any other activity, unless such activity is specifically approved in advance by the District Risk Manager and the sponsor of the activity has procured and submitted verification of adequate and acceptable liability insurance coverage.

SPORTING EVENTS

- Landing aircraft on WCSD grounds before, during, or after sporting events is prohibited.
- Low flying aircraft, including helicopters, must be approved by the Executive Director of Physical Facilities prior to the event.

DRONES

- The use of drones on WCSD grounds is prohibited except for the following circumstances:
    - Personnel:
        - The use of a drone is justified in the curriculum of a class.
            - In these circumstances, drone use will be approved on a case-by-case basis. Requests must be submitted in writing to the superintendent.
        - The use of a drone is directly related to the scope of the employees position.
        - The drone operator is a Part 107 Certificate holder as outlined in FAA 14 CFR part 107.
            - To register for the exam, call the CATS Testing (800) 947-4228.
                - Payment is due at the time of registration.
        - Drone operators must maintain a current registration and renew their license before it expires as outlined in 14 CFR Part 107.
            - Study material is available at catstest.com.
    - Students:
        - The use of a drone is directly related to the curriculum of an authorized WCSD class.
        - The student is supervised by an authorized person who is a Part 107 Certificate holder as outlined in FAA 14 CFR part 107 at all times while the drone is in use.

- Pursuant to FAA Regulations 14 CFR Part 107, drones may not operate over any persons not directly participating in the operation, not under a covered structure, and not inside a covered stationary vehicle.
- Relative to UHSAA State Event Guidelines, the use of drones by staff or students at *all* sporting events is prohibited.
- Drones that weigh in excess of 1/2 lb. must be registered with the FAA as outlined in 14 CFR Part 107 of the Code of Federal Regulations. Weight includes the UAS and any accessories adhered thereto (e.g. camera equipment, etc.). Drone registration must be renewed pursuant to the rules outlined in 14 CRF Part 107. Registration information may be accessed at the following web address:

    https://www.faa.gov/uas/getting_started/registration/

- Drones weighing in excess of 55 lbs. are prohibited.
- Utah State Risk Management requires that administrators include drones on their statement of values (list of assets/inventory).