

Procedure for Use of Drones and Unmanned Aircraft Systems

An exception to the general rule prohibiting the use of drones may be granted in writing by the Superintendent or designee, in his/her sole discretion. Drone operators shall abide by the following procedures:

All drone operators shall be responsible for complying with all FAA safety guidelines and regulations (subject to change), which include, but are not limited to:

- Fly below 400 feet and remain clear of surrounding obstacles
- Maintain visual line of sight with aircraft at all times
- Remain clear of and do not interfere with manned aircraft operations
- Do not fly within five (5) miles of an airport unless the airport and control tower have been notified in advance.
- Do not fly above or near people or stadiums
- Do not fly an aircraft that weighs more than 55 lbs. (including "payload")
- Do not be careless or reckless with aircraft
- Drone must be the property of the Sequim School District. If the drone is not the property of the Sequim School District, please see Private/Commercial section below.

Classroom

The District understands that drones may have some educational value in the classroom setting. A teacher wishing to use/demonstrate drone technology in a classroom-related setting must adhere to the following requirements:

1. A clear and articulable connection between drone technology and the course curriculum must exist;
2. Only the teacher, *who is appropriately trained and licensed*, or an appropriately trained and licensed designee, shall be permitted to use/demonstrate drone technology on school grounds;
3. Such teacher or designee must meet Part 107 of the certification requirements by the FAA;
4. No student-owned drones are permitted;
5. Drones must be equipped with blade guards;
6. Eye protection is required for the drone operator and audience;
7. All drones must be stored in a locked location when not in use.

Please refer to the Federal Aviation Administration website at <https://www.faa.gov/uas> for additional information regarding drone/UAS certification of school employees.

Private/Commercial

Private or commercial individuals/entities shall be required to adhere to the following procedures and requirements:

1. Requests must be made at least 48 hours in advance;
2. Sign a contract and release of liability with the District;
3. Provide proof of Certificate of Authorization (COA) or the necessary 333 exemption as issued by the FAA, when required;
4. Provide proof of Certificate of Liability Insurance for a minimum of \$1,000,000 that names the Sequim School District as an additional insured;
5. All photos/videos taken will become the property of the District;
6. All operators shall be required to comply with all applicable local, state, and federal laws.

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Revised Dates: