

# Building Usage

## New Process!

To request indoor or outdoor space at the High School for clubs, meetings, or special events go to <https://fs-scotchplains.rschooltoday.com/>

- Click on "Become a Requester" on the bottom right side of the screen.
- You will be brought to a screen where you will fill out the name of your event or organization.
- Soon after you submit the registration form, you should get an email, indicating your approval.
- At that point you will be able to go back into R School and request the space, dates, times, etc.

Facilities Scheduler Ver 4 for X

fs-scotchplains.rschooltoday.com/authentication/credential/login/

View site information

**SCOTCH PLAINS-FANWOOD BUILDING RESERVATION SYSTEM**

**FACILITIES REQUEST SYSTEM**

View the Facilities Calendar

Facility Use Form - Conditions of Use

Scotch Plains-Fanwood Board of Education

Username  
acarroll

Password  
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Login

Reset Password

Become a Requester

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