

Northwood-Kensett has made a switch from using rSchool for our online school calendar, facilities reservations, and activity scheduling platform to Bound. You've probably already been exposed to and even used Bound for various reasons throughout this last school year.

We're making a big jump into another feature of Bound this July: [Bound's facilities scheduler](#).

If you're someone who has used rSchool online to reserve the elementary gym for your youth sports team's practices, or your dance studio's recitals, or your grandfather's retirement reception, you will now use Bound for all facilities reservations at N-K schools.

The process--while simple and straightforward--is new to all of us, so we expect a few hiccups as we get things up and running. If you are applying for a 'reserver' status, or if you're trying to request a space to use and you run into trouble, we ask that you contact Mr. Fritz via email at [kfritz@nkvikings.com](mailto:kfritz@nkvikings.com) and he'll help you out.

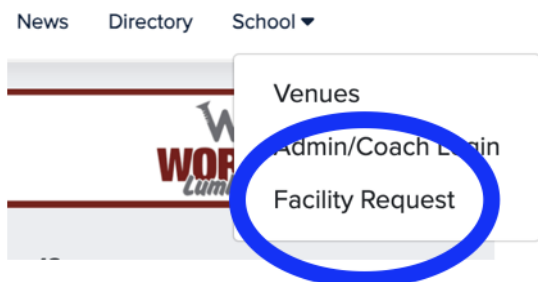
1. To make facilities requests, first go to our Bound site

<https://www.gobound.com/ia/schools/northwoodkensett#>

2. Then, click on "School"



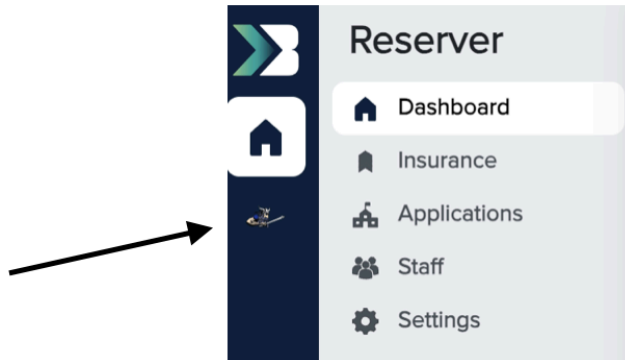
3. Then, select "Facility Request" from the drop menu



4. Then, apply for a reserver account, and wait until you receive notification that your application has been approved before continuing

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5. Once your application is approved, complete/upload any required elements, and you can begin making your facilities requests by logging in to Bound and selecting the school's logo on the left side of the screen



6. Be sure to select the appropriate school year for the event you're making reservations for (25-26)
7. There's also a helpful Youtube video [here](#)

**Class III** users: Available for school use only by staff, coaches, and civic/school affiliated organizations such as the Booster Club, youth sports, and 4-H (e.g. athletic practices, 3rd grade basketball, team meetings, batting practice).

If you need to reserve space for another reason, please use one of the following public facility options.

**Class II** users: Recreational and Non-Profit Organizations (e.g. reserving the VAC court for a pickleball tourney, booking the library for a support group meeting)

**Class I** users: Individuals and For-Profit Organizations (e.g. renting the VAC community room for a private reception, booking the gym for a birthday party, reserving the library for a painting workshop)