

Mossley School Hire Code of Conduct

Mossley School Conditions of Hire of the School Premises: The hiring of the facilities/premises is permitted only on the conditions outlined in the following regulations.

Acceptance of the hire agreement is deemed to be acceptance of these conditions. The Hirer (the person or body to whom the hire is granted) shall be responsible for compliance with these conditions.

The Hirer shall satisfy their self that the facilities to be hired are suitable for his purposes.

The use of the premises must not interfere with the proper working of the School or impair its efficiency. In particular the Hirer acknowledges that it may not have exclusive use of the site.

No school games equipment may be used without permission and gymnastic equipment can only be used when an adult with recognised qualifications for the proposed activity is personally supervising at all times.

The Hirer shall not have any access to any other parts of the School.

The grass sports pitches shall have a limited playing capacity. The School reserves the right to restrict use of the grass sports pitch to protect it during inclement weather; when damaged or under repair; when waterlogged; or to fit in with the School curriculum or School demands.

Litter must be removed from the facility at the end of the hire session.

No use may be made of apparatus such as stage fittings, pianos etc., without specific permission. Stage facilities, the music system, lighting and projection equipment may be available for hire providing the school is satisfied that the hirer has the necessary competence and experience.

The Hirer shall, at the end of the hire period, leave the facilities/premises in a reasonably tidy condition, all equipment being returned to the correct place of storage.

The Hirer is responsible for the safe guarding and safe keeping of all items belonging to the Hirer, its guests/delegates or third parties engaged by it. The School accepts no responsibility for such items.

The Hirer shall indemnify Mossley School against all claims for damages, compensation and/or costs in respect of: (i) bodily injury or illness to Third Parties, and/or (ii) damage to Third Party property caused by or arising out of or being incidental to the Hirer's use of the premises. The Hirer shall be responsible for loss or damage to the premises and contents

Mossley School may refuse an application to hire the premises if: a) The premises are required by the School. b) There has been any damage to the property, or breach of these conditions during previous use of the premises by the hirer. c) For any other reason the school deem it necessary or expedient to refuse the application. No compensation shall be payable by Mossley school by reason of such a decision.

The School reserves the right to cancel any hiring without notice if: (i) the accommodation will, due to circumstances outside their control, be unavailable for the hire period or (ii) the Hirer has failed to disclose material information concerning the proposed hiring. In the event of (i), all hiring fees will be refunded to the Hirer, but the School shall have no further liability to the Hirer. In the event of (ii) any refund of hiring fees shall be at the discretion of the School.

The School reserves the right, on proper notification, to invoice the Hirer for any charges arising from excessive cleaning time incurred as a result of the Hirer failing to leave the premises in a reasonable condition, or for repair of the premises or equipment damaged by the Hirer, or resulting from the Hirer failing to vacate the premises by the time stipulated in the hire form.

The Hirer shall be responsible for ensuring the preservation of good order for the full duration of the letting and until the premises are vacated. The Hirer shall at all times provide an adequate number of supervisors for any activity and those supervisors shall be present throughout the hiring period. The Hirer shall be liable for damage caused by unruly or inappropriate behaviour. It is the Hirer's responsibility to ensure that all those attending are made aware of their responsibilities

Fire and other exits must be kept clear at all times. In the event of the fire alarm sounding, the hirer is responsible for evacuating all participants from the premises as quickly as possible.

The school is a designated no smoking area; smoking is not allowed on any part of the school site including the grounds.

Consideration of our neighbours is paramount.

Name: (please print):

Signature:

Date:

Please return this slip to the school office as soon as possible.