



BLenheim SCOUTS
SITE FACILITIES AT CHEDDAR GROVE
RULES AND REGULATIONS
CLUB/GROUP/ORGANISATION/INDIVIDUAL USERS

CONDITIONS OF USE - GENERAL

1. Regular users will be given the necessary keys to lock and unlock the site and/or equipment sheds as necessary. Users must ensure that the site and/or buildings are locked and left in a safe and secure manner. Failure to do so may result in loss of future bookings. Also, any resulting damage caused due to a failure to secure the site will be charged to the user responsible. Loss of keys will result in £20 replacement fee being charged.
2. All youth group users must have adequate child protection policies in place. A copy of the users' child protection policy must accompany the booking form to be kept on file.
3. Users are required to behave in an appropriate manner and be considerate to other users, the school and its representatives and our neighbours regarding noise, nuisance or disturbance.
4. First Aid equipment is available on site – all users must ensure that a qualified first aider is in attendance at all times for their event/hire. You must inform Blenheim Scouts if any equipment is used from the first aid kit in order that it can be replenished for subsequent users. An accident form must also be completed and forwarded to Blenheim Scouts.
5. Any incidents or accidents must be reported immediately to Blenheim Scouts.
6. Car parking is available for up to 19 cars and is free of charge. At times when the car park is full please park responsibly and if parking on nearby roads please consider the needs of our neighbours.
7. The site management committee has the right to refuse entry into the facilities by anyone whose behaviour and/or appearance is deemed to be unsuitable. Profane and abusive language and or the use of violence will not be tolerated.
8. Facilities and/or equipment must be used in a responsible manner, in an orderly way and for the purposes for which they are hired and must not compromise the safety of the users, premises or equipment.
9. All equipment must be used for the purpose for which it was designed.
10. A competent person, accredited to the relevant National Standards, must be in charge of all activities.
11. No dogs are allowed into the grounds of Cheddar Grove Primary School, with the exception of guide dogs.
12. Users and their spectators/supporters are only permitted to use the facility/equipment they have hired and must not use any other facilities/equipment on site. Under no circumstances must anyone use the school play equipment constructed in either playground.
13. Walkways and emergency exits must not be obstructed.
14. In the event of an emergency, users should evacuate to the gazebo at the bottom of the playground in front of the play equipment.
15. Access across the school grounds is on foot only (with the exception of the car park).
16. The School including the grounds operates a no smoking policy.
17. No alcohol is to be consumed on site.
18. No glasses or glass bottles are to be brought onto site.
19. No gas cylinders or canisters are permitted inside the school grounds.
20. No flammable or hazardous substances are to be used.
21. No open fires, candles or unauthorised electrical equipment is to be used on site.
22. Please deposit litter in the bins provided.

BOOKING PROCEDURES

1. All bookings will only be accepted with a completed booking form and payment where necessary.
2. The booking will entitle the user to the use of the facility requested including lighting where appropriate.
3. The booking time includes preparation and clearing up time.
4. All users must vacate on time at the end of their allotted booking time, leaving the facility in a clean and tidy condition.
5. An invoice will be sent to the users stating the facility price, dates and times, VAT will be charged as per current legislation where appropriate.
6. Payment for the facility should be made before use or within 14 days of the invoice date as appropriate.

CANCELLATION CHARGES

1. Charges will be made for cancellations and are applicable to all facilities. All users must ensure that they are aware of the charges that apply to each facility before cancelling a booking.
2. The site management committee reserves the right to cancel or change bookings and will endeavour to inform the customer at the nearest opportunity. The site management committee will try where possible to keep any disruptions to a minimum.

LIABILITY

1. The site management committee will not accept liability for loss or damage of any personal effects or vehicles whilst on site.
2. The site management committee shall accept no liability in respect of bodily injury, illness or disease except for any personal injury or death due to the negligence of the site management committee acting as managers of the facilities.
3. Clubs/Groups/Organisations should ensure that all persons taking part in the facility booking are fit and healthy to undertake physical activity.
4. Clubs/Groups/Organisations are responsible for ensuring that sufficient health and safety standards are adhered to during an event/use.

DRESS CODE

1. All users must adhere to the correct dress code for the chosen activity. Failure to do so will result in the individual being asked to leave without financial redress.

MUGA

1. No football/rugby-studded boots on the pitch. Only AstroTurf boots or trainers to be worn.
2. No heeled footwear of any kind to be worn on the pitch.
3. Climbing fences is prohibited and can lead to suspension from the premises.
4. No glass of any kind is allowed into the MUGA, this includes bottles.
5. No food, drink or chewing gum to be taken onto MUGA.
6. Please deposit litter into the bins provided.

FOOTBALL/RUGBY/CRICKET PITCH HIRE

1. Boots should be worn as training shoes can cause excessive wear to pitches.
2. Playing surfaces and equipment must be inspected prior to use by a team representative and or official to demonstrate that the pitch is fit for play.

GENERAL INFORMATION

1. General equipment for a variety of sports is available for hire. Any lost or damaged equipment is to be repaired or replaced as appropriate by the user.
2. Any reports received regarding users breaching any of these terms and conditions of use, will result in a letter to the user detailing the allegations. We expect all users to respond to any allegations made and take the necessary actions required to resolve all issues arising. Any users issued with 3 letters in a 6 month period may lose their current and any future bookings.
3. Lost property will be held for one week before being distributed or thrown away.

**FOR ALL ENQUIRES PLEASE CONTACT BLENHEIM SCOUTS ON
0117 964 5555 or 0771 000 7148**

WWW.BLENHEIMSCOUTS.ORG

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