

of good conduct, and where applicable, the Hirer must adhere to the correct adult/child ratios at all times. The hirer shall be informed of the maximum number of attendees for each venue at the time of hire application.

In the event of an emergency, all occupants must leave the Academy/Community Centre by the nearest exit and assemble at the venue area as advised to them by the hirer. The hirer is responsible for familiarising themselves with emergency exits and must ensure that participants are aware of emergency evacuation procedures and assembly points. It is good practice to carry out emergency evacuation drills at suitable intervals. The hirer must, at all times whilst participants may be on site, have immediate access to participants' emergency contact details, and have access at all times to a mobile phone.

Copyright or Performing Rights

The Hirer shall not, during the occupancy of the premises, infringe any subsisting copyright or performing right, and shall indemnify the BET against all sums of money which BET may have to pay by reason of an infringement of copyright or performing right occurring during the period of hire covered by this agreement.

Vacation of Premises

The Hirer shall ensure that the premises are vacated promptly at the end of the letting. If you run over your letting period Everest Community Centre has the right to charge you for another hours use. The Hirer is responsible for supervising any children taking part in an activity until a responsible adult collects them.

Local Restrictions

1. Only soft soled shoes to be worn in the Sports Hall & Studio (no outdoor or black soled footwear).
2. Astro, blades and moulded boots may only be worn on the 3G (no bladed or regular studded boots)
3. Everest Community Academy is a non smoking site and an alcohol & drug free site – admittance may be refused if deemed to be under the influence and the appropriate authorities contacted.
4. No food or drink to be brought into any of the indoor facilities.
5. If equipment is moved it must be put back in its original position.
6. Prior arrangements should be made for use of school equipment.
7. The person signing the booking form is responsible for ensuring these rules are adhered to.
8. The Hirer shall be responsible for ensuring the preservation of good order for the full duration of the letting and until the premises is vacated.
9. Subject to availability, the Hirer and other adults/visitors involved/attending the letting may use the school car parking facilities. Neither the Academy, the Community Centre BET will accept any responsibility in terms of damage, theft or loss of any car left in the car park during the hire period.
10. Access to the school's toilet facilities is included as part of the hire arrangements.
11. There is no legal requirement for the school to provide first aid facilities for the Hirer. It is the Hirer's responsibility to make their own arrangements, which may include the provision of first aid training for supervising personnel, and the provision of a first aid kit, particularly in the case of sports lettings. It is recommended that the hirer has access to a mobile phone at all times throughout the letting to cover any emergency event.
12. No food or drink to be brought into any of the indoor facilities.
13. No food or drink may be prepared or consumed on the property without the direct permission of the Community Management Committee, in line with current food hygiene regulations. All litter must be placed in the bins provided – with due regard being given to school recycling facilities.
14. Failure to abide by these rules will lead to a cancellation of the agreement held within the booking form.

Points of Contact

Any operational problems or queries should be directed firstly to the Community Reception. In the event of an emergency a member of the Site or Community Team on duty should be informed, they will then facilitate any action required. Any further communication should be directed to the Community Manager via the Community Office.

Our Use Of Your Data

Please see the Privacy Notice on our website for further information.