



## BALCARRAS SPORTS FACILITY HIRING TERMS AND CONDITIONS

1. The letting is made on the basis that Balcarras School accepts no responsibility for any injury, damage or loss incurred. This includes vehicles parked on the school premises.  
For their own protection, the hirers are encouraged to have their own insurance and to carry a First Aid Kit. ALL accidents must be reported to the duty member of staff.
2. THIS IS A NON SMOKING SITE. Smoking is not permitted anywhere on the premises.
3. To cancel a booking please ring 01242 510182 or 07753146729.
4. The School expects that a good standard of behaviour will be maintained at all time. No bad language is to be used and noise levels should be kept to a minimum to avoid disturbance to our neighbours. Please do not repeatedly hit hockey/footballs against the pitch backboards.
5. Correct and clean footwear must be worn. Astro boots and trainers are Acceptable on the pitch, but under NO circumstances are studs or blades to be worn as they cause serious damage to the carpet. Non marking soled shoes are to be worn in the Sports Hall or Gym.
6. On the Astroturf, no drinks, other than water are allowed, and no food items at all. Please ensure that any litter is disposed of correctly in the bins provided.
7. It is expected that customers are fully aware of the correct use of the hired facilities and equipment, and that they are used for their intended purpose.
8. Any damage to Balcarras School property must be reported.
9. The Astropitch floodlights are operated by an automatic timer and will go out at 9.30pm prompt. Notification will be given 10 minutes beforehand, but clubs are advised to nominate a time-keeper to ward players to vacate the pitch before the lights are extinguished.
9. The School reserves to right to terminate bookings if the above conditions are not met.

Block bookings (vat exempt)

- The series must consist of 10 or more sessions and the interval between sessions must be at least one day and not more than 14.
- The series must be paid for as a whole, though not necessarily in advance.
- Cancellations must be paid for.
- Cancellations made by the school due to bad weather or similar 'unforeseen' situation will not be charged.

Reserved bookings (vat charged)

- A session can be reserved for the same time each week.
- Payment by cash or cheque must be paid on the night.
- Cancellations made within 12 hours will not be charged