

BALCARRAS SPORTS FACILITY HIRING TERMS AND CONDITIONS

All sports teams are required to use the facilities in a polite and courteous manner at all times. All sporting events; training and matches, should be carried out in a polite and sportsman-like manner.

1. The letting is made on the basis that Balcarras Multi Academy Trust accepts no responsibility for any injury, damage or loss incurred. This includes vehicles parked on the school premises.
2. The sports team making the booking will be held responsible for the players and the supporters at any event.
3. 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.
4. ALL AREAS ARE STRICTLY NON SMOKING. Smoking (including the use of vapes) is not permitted anywhere on the premises.
5. No dogs are allowed on the school sites
6. Cars must be parked in the designated bays, all cars parked at owners' risk
7. All teams must adhere fully to the start and end time of their booking
8. To cancel a booking please contact the Sports Centre Manager (contact details can be found on the Balcarras website).
9. The School expects that a good standard of behaviour will be maintained at all times. 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.
10. 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 shoes are to be worn in the Sports Hall, Gym or Dance Studio.
11. 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.

12. 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.
13. All equipment must be put away by the end of the booking
14. Litter in the pavilion must be taken in a black bag to the large bins
15. Recycling must be bagged and taken to the recycling bins
16. All supporters and players must follow all the instructions of the duty staff
17. If a surface is deemed unsafe to play on for any reason by the duty team member of staff, then the booking must not take place (the booking can be rescheduled for another time)
18. Any damage to Balcarras MAT property must be reported.
19. Gates and fences must not be climbed over
20. Any structures/banners cannot be installed without first obtaining approval from Balcarras MAT
21. The Astropitch floodlights are operated by an automatic timer and will go out at 9.30pm prompt. Clubs are advised to nominate a time-keeper to warn players to vacate the pitch before the lights are extinguished.
22. The School reserves the right to terminate bookings if the above conditions are not met.

Where a sports team fails to follow the above rules, the school may decide to fine the club and/or cancel future bookings. All breakages must be paid for by the sports team responsible.

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