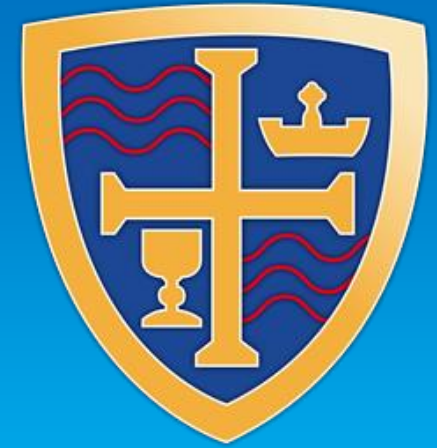




St Edward's School

Lettings and Conferences

St Edwards



- ◆ St Edward's School is a joint Roman Catholic and Church of England secondary school for students aged 12 to 18.

The school is located in Oakdale and has expanded rapidly over the past few years.

This has resulted in a large building programme to ensure good quality facilities which are now available for hire.

- ◆ **The following areas are available to hire:**

- ◇ Sports Hall with changing room facilities
- ◇ Sports pitches with changing room facilities
- ◇ Whole school field with changing room facilities
- ◇ Gym
- ◇ Conference and meeting areas
- ◇ Main Hall

It is also possible to hire classrooms, the drama suite, and science facilities but these would be on a special arrangement basis.

- ◆ **Facilities**

- ◇ All hire includes access to toilet facilities as appropriate.
- ◇ Parking is available on the school site for about 80 cars and additional areas can be made available for larger events.

If you would like to view the premises please contact us to arrange an appropriate time.

- ◆ **Facilities are available for hire outside of the school day including:**

- ◇ Evenings from 6pm till 10:30 pm
- ◇ Weekends
- ◇ During the day in school holidays

It may be possible to hire areas of the school during school hours but only by special agreement.

The Sports Hall

- ◆ This large, sports complex offers excellent facilities for sports or other activities.
- ◆ The hall has equipment and facilities ranging from indoor football to basketball, netball and indoor cricket nets. Other sports can also be accommodated.
- ◆ The hall also makes an excellent venue for activities needing space but also protection from the weather.

Hire of the sports hall also includes large changing room facilities with showers.



Gym/Dance Studio

- ◆ It is possible to hire the gym for various activities. The gym is a light room with high ceiling, which has recently been renovated. The gym has a **sprung floor** making it ideal for dancing or activities where reduced impact on the legs would be beneficial.



Sports Pitches

- ◆ You're able to hire the football, rugby pitches or the field marked athletics area in summer.
- ◆ Hire of these facilities includes access to the school changing rooms with toilets and showers.





Whole School Field

- ◆ The school field can be hired for events such as shows, sports days, car-boot events, fetes or other events.
- ◆ There is vehicular access to the field from the main entrance as well as an ample car park by the main entrance
- ◆ Hire of these facilities includes access to the school changing rooms with toilets and showers.



Conference/Large Meeting Rooms

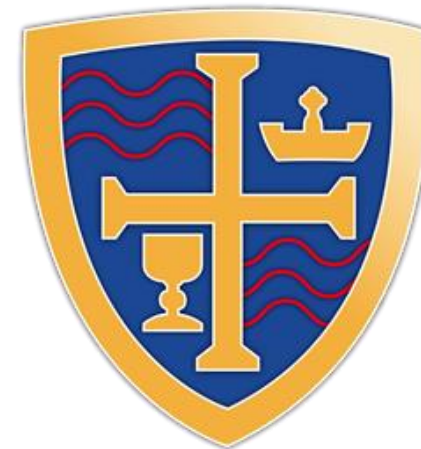
- ◆ We have a large meeting room to hire in our self contained A-level block which is an ideal and comfortable venue for up to 100 people. The room is fully accessible with a sound system and data projector.
- ◆ An adjacent room has full kitchen facilities.

It is possible to add up to 5 classrooms as breakout rooms within the same building.



Main School Hall

- ◆ The main school hall holds a maximum of 200 people and has a stage suitable for productions or a speaker event. Included in the hall hire is an airy space with tables and chairs that can be used for light refreshments or as an extra seating area. A folding partition also links it with the main hall making it a very versatile area.



Guideline Price List

All prices are negotiable please use these prices as a guideline.

Thank you

Sports Hall : Inc. Changing rooms

1 hour	2 hours	3 hours	4 hours	4-6 hours	4-8 hours	8-12 hours
£45	£70	£95	£120	£145	£175	£200

Gym/Dance Studio

1 hour	2 hours	3 hours	4 hours	4-6 hours	6-8 hours	8-12 hours
£35	£60	£85	£110	£135	£150	£175

Sports Pitch

1 hour	2 hours	3 hours	4 hours	4-6 hours	6-8 hours	8-12 hours
£25	£40	£65	£80	£110	£120	£150

Whole School Field

1 hour	2 hours	3 hours	4 hours	4-6 hours	6-8 hours	8-12 hours
£30	£50	£75	£85	£115	£130	£160

Main Hall

1 hour	2 hours	3 hours	4 hours	4-6 hours	6-8 hours	8-12 hours
£45	£70	£95	£120	£145	£175	£200

Conference/Large Meeting Room

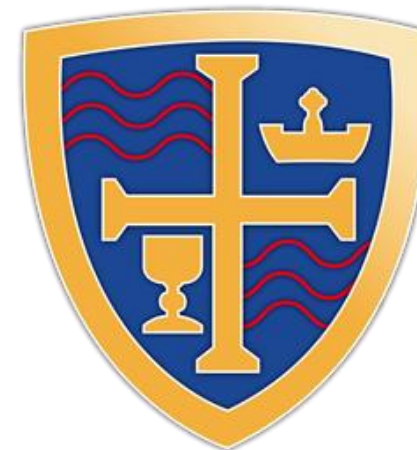
1 hour	2 hours	3 hours	4 hours	4-6 hours	6-8 hours	8-12 hours
£25	£40	£60	£ 80	£100	£125	£130

Additional Class rooms

1 hour	2 hours	3 hours	4 hours	4-6 hours	6-8 hours	8-12 hours
£10	£20	£30	£40	£50	£70	£90

CONDITIONS FOR THE HIRER OF EDUCATIONAL ESTABLISHMENTS

The hirer shall be the person making the application for a letting and such person will be responsible for payment of all fees or other sums due in respect of the letting to the Hirer and for the observance of regulations imposed by St Edward's School.



DAMAGE, LOSS OR INJURY

1 The Hirer shall effect Third Party (Public Liability) insurance with a minimum indemnity limit of five million pounds for any one occurrence to cover its legal liabilities for accidents resulting in injuries to persons including participation in the hiring activity and/or loss of or damage to property, including the hired premises, arising out of the letting of the premises. A copy of this document to be returned with the booking form.

PROTECTION OF PREMISES AND MOVEABLE PROPERTY

2 Furniture and fitting shall not be removed or interfered with in any way. No fittings or decorating of any kind necessitating the driving of nails or screws into fixtures forming part of the school fabric will be permitted. In the event of any damage to premises or property the Authority shall make it good and the Hirer shall pay the cost of such reparations.

PUBLIC SAFETY

3 (i) The Hirer shall be responsible for the prevention of overcrowding such as would endanger public safety and for keeping clear all gangways, passages and exits.

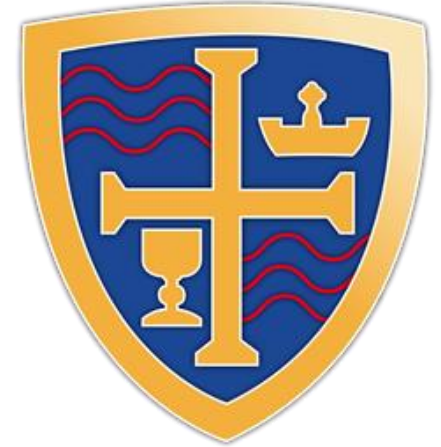
(ii) The Hirer shall be responsible for providing adequate supervision to maintain order and good conduct

COPYRIGHT OR PERFORMING RIGHTS

4 The Hirer shall not, during the occupancy of the premises, infringe any existing copyright or performing right, and shall indemnify Borough of Poole against all sums of monies which the Council may have to pay by reason of an infringement of copyright or performing rights occurring during the period of hire covered by this agreement.

SUB-LETTING

5 The Hirer shall not sub-let to another person.



INTOXICATING LIQUOR

- 6 No intoxicants shall be brought onto or consumed on the premises without the prior approval of the Governing Body and unless a license you do so has been obtained.

SMOKING

- 7 Smoking is not permitted on the premises

DANCING

- 8 Use of materials for preparing floors for dancing is prohibited

VACATION OF PREMISES

- 9 The Hirer shall ensure that premises are vacated promptly at the end of the letting

CANCELLATIONS

- 10 The letting may be cancelled by either party, providing that in each circumstances at least 28 days' notice is given

COLLECTION AND RETURN OF KEYS

- 11 Key can be collected the week preceding the booking and returned the week after the booking

DBS CHECKS

- 12 If there are children under the age of 18 attending then the school requires to see a copy of a current DRB certificate of a person in charge.

For a single booking, a signed copy of this agreement together with a copy of hirer's insurance should be returned to St Edward's School as a confirmation of the booking. Payment must be received prior to booking unless specifically agreed with the School Business manager in advance.

Payment for a series of bookings will be invoiced at the end of each month unless specifically agreed with the School Business manager in advance.



St. Edward's

RC/CE VA School

Dale Valley Road, Poole, Dorset, BH15 3HY
Telephone: 01202 740950 Fax: 01202 733702
www.st-edwards.poole.sch.uk
email: enquiries@st-edwards.poole.sch.uk

Headteacher: Michael Antram MA(Ed) NPQH

Bookings

Prices are negotiable

A 10% deposit will be required at the time of booking with remaining charges invoiced two weeks before the hire.

For regular bookings a deposit will be required for the first hire only.

Prices quotes do not include VAT

Please contact St Edward's School with your requirements or to view the available premises:

Email: lettings@st-edwards.poole.sch.uk

Telephone: 01202740950