

AVAILABILITY OF ROOMS FOR LETTINGS

AREA	Term time Mon.- Friday	HOLIDAYS WEEKENDS	CAPACITY
MAIN HALL	7.45am - 8.45am 3.30pm - 9.30pm	8am – 11pm	150-200 standing 80 sitting - conference
CLASSROOM 1	3.30pm – 9.30pm	8am – 11pm	60 standing 30 sitting (low level furniture)
CRAFT ROOM	3.30pm – 9.30pm	8am – 11pm	32 sitting, hob, kiln, 2 ovens
MULTI-USE GAMES AREA (MUGA)	3.30pm - dusk	8am - dusk	2 tennis court sized tarmac areas with tennis and netball lines and posts. No floodlighting.
PLAYGROUND	3.30 pm – dusk	8am – dusk	2 playgrounds – slightly sloping surfaces. No floodlighting or access to toilets
SPORTS FIELD	3.30pm - dusk	8am - dusk	2 football pitches, and wooden gazebo. No floodlighting or access to toilets
KITCHEN FACILITIES			Access to kitchen facilities within the creative can or staffroom can be requested.
TOILETS			Access to two toilets within the Creative Cabin or to toilets within the school can be requested

SCALE OF CHARGES FOR LETTINGS

Facility for Hire	Per hour	Day rate
Hall	£25	£110
Classroom	£15	£75
Creative Cabin	£25	£100
Multi Use Games Area (MUGA)	£15	£60
Bottom Playground including climbing frame	£10	£50
Sports Field	£20	£75
Kitchen area in creative cabin		0
Kitchen area in staff room		0
Toilets within school		0
Toilets in Creative Cabin		0

In addition, the following charges apply:

1. Public Liability Insurance 15% of the above costs subject to a minimum charge of £5.00. This is subject to a £250 excess
2. V.A.T. The Governing Body is constrained by law to apply VAT to appropriate transactions as appropriate.
3. Caretaker fees of £25 may be applied for use of school facilities outside of school hours.