THE GRANTA HYDROTHERAPY POOL

CONDITIONS OF HIRE

BLOCK BOOKING

All applications for hire of the swimming pool can be provisionally booked by telephone but will not be official until an official booking form has been completed and returned to the Business Manager. This is the only document that will be accepted. The form can be obtained from the school office at Granta School. Bookings are on a term or annual basis.

Block bookings will operate on a financial year basis. This is from the 1st April to the 31st March. A deposit will be requested when the booking is accepted.

Invoices will be issued prior to the period of hire a week before the start of each half term.

Payment will be due within 7 days.

A 24 hour notice of cancellation is required by phoning the school office on 01223 896890 otherwise the normal hire charge will apply.

CASUAL BOOKINGS

Inquiries for bookings can be made by telephone with the school receptionist. A provisional booking can be made if required but will not be confirmed until an official booking form has been returned to the Business Manager with a deposit or full payment.

All bookings must be paid in full before the date of hire. A deposit of half the pool hire fee is required to secure a booking made more then one month in advance then final payment should be made two weeks before the date of hire. If the pool hire is required within the same month as the booking then payment in full is required to secure the booking.

Notice of cancellation is required within one week of hire date. Failure to give this notice will result in full payment being non refundable. If cancellation is made within this period then a refund of 2/3rds of the hire fee will be refunded or a later booking may be booked depending on availability.

All correspondence regarding the swimming pool hire, cancellations, re-booking or refunds will be dealt with by the Business Manager whose decision will be final.

GENERAL TERMS AND CONDITIONS

The person or group in whose name the application to hire the pool is made shall be deemed to be the Hirer for the purpose of following the rules and regulations set down by Granta Swimming Pool.

All accidents and injuries sustained by any individual will be the subject of a full investigation by the Site Manager.

The Hirer will indemnify Cambridgeshire County Council against any losses, claims and demands of any kind which result from the Hirers use of or hire of the swimming pool area unless such losses claims and demands result from negligence of a Cambridgeshire County Council employee.

The hirer must possess valid unlimited public liability insurance. A copy of this certificate must be given to the Business Manager to keep on site for reference.

The Hirer will have full use of the hired facility at the time stated on the official booking form. The stated booking time includes changing and swimming times. Any Hirer who fails to vacate the hired premises by the time specified on their booking form may be charged an additional hire fee. Continuous failure to vacate the hired premises on time can result in the loss of the booking and future bookings.

The Governing Body of Granta School reserve the right at any time to cancel or refuse any bookings.

If the hired premises are required by the Governing Body of Granta School for whatever reason then the Business Manager will give notice of cancellation to the hirer by way of written notice. If the cancellation is unforeseen then the hirer will be notified immediately by telephone then a letter to confirm where time permits.

The Governing Body of Granta School reserve all catering rights at the hired premises. The Hirer is not permitted to sell any goods without prior permission from the Business Manager.

The consumption of alcohol is strictly forbidden on the hired premises.

Granta School has a no smoking policy which encompasses both the building and the grounds

The Hirer is responsible for ensuring the hired premises are vacated and left in a clean and safe condition at the end of the hired time. The Hirer is responsible for all persons to be clear of the building at the stated time on the official booking form.

The Site Manager, or in their absence a representative, is responsible for the enforcement of these conditions of hire and is required by the school governors to prevent the use of any article, appliance or apparatus and to prevent any event, or performance which they may consider objectionable or dangerous.

The hire charge covers lighting and heating, the preparation of the Granta Swimming Pool and any accessories.

Price increases will normally take place from the 1st April each year. All regular hirers will be sent a copy of the revised scale of charges before this date. Prices are subject to change at any time but one months notice will be issued.

If the date of the hire falls within a new price structure, then the new price will apply regardless of when the booking was made.

All cheques should be made payable to **Granta School** marked for the attention of Business Manager

All swimming pool facility enquiries will be dealt with by the Site and Facilities Manager.

Hirers must ensure that staff accompanying users who require hoisting know what size sling is required for use and are trained to hoist safely.

THE HIRERS RESPONSIBILITIES.

The Hirer shall be responsible for:-

The payment of the hire charge and any supplementary charges which may arise as a result of loss or damage to the Swimming pool and/or the building.

The provision of such number of staff as may be deemed necessary by the Site & Facilities Manager to control and preserve Order and Health and Safety regulations during the hiring of the facility.

The Hirer must provide their own qualified RLSS Pool Lifeguard /resus rescue person. A copy of their certificate must be sent to the Business Manager with the booking form to keep on site for Reference. The Hirer should ensure that the Lifeguard is fully aware of the policies and procedures of Granta Swimming Pool and relevant documentation as issued to the Hirer. The Hirer must ensure that the Lifeguard carries out life guarding duties only and not undertake any other duties during their hired time.

During the period of hire, the Hirer assumes all responsibility for the users, teachers and general public. The responsibility of any structural defects to Granta Swimming Pool or the building remain the responsibility of Cambridgeshire County Council unless the relevant defect was caused by the Hirer or a person who is on the premises during the Hirer's period of hire in which the Hirer shall accept liability.

Compliance with Health and Safety Legislation regarding the use of Swimming Pools.

If you are hiring our premises to facilitate a club or public activity involving children you will be required to provide Granta School with a copy of your child protection policy.