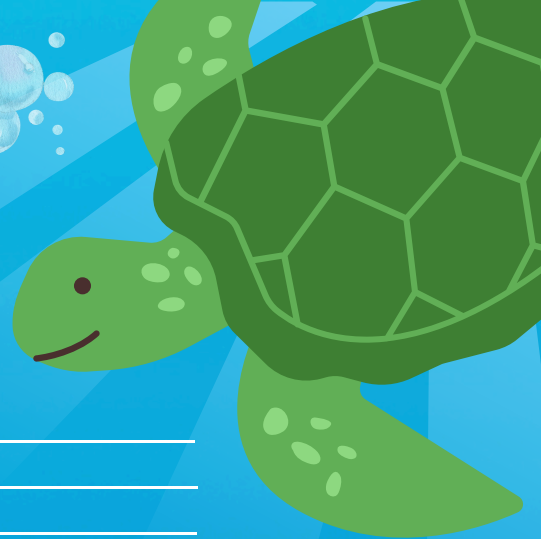


Pool Party Booking form



Full name of party organiser: _____

Address: _____

Telephone number: _____

Email address: _____

Age of children: _____

Number of children: _____

Date & time: _____

Please circle the party type:

Main pool: £175.00 Member / £185.00 Non-member / Inflatable or Floats

Learner pool: £100.00 Option 1: 1 hour pool time + 45 minutes in the room

Option 2: 45 minutes in the pool + 1 hour in the room

(If your party consists of more than 20 children this will incur an additional fee of £5.00 per child & £15.00 for an extra lifeguard)

For the safety of our bathers, we require the following (please read carefully):

- 2 Adults are to be present in the water at all times if the children are 8 years and over • No children are to be left on the premises unattended. The ratio policy is listed on the information sheet given to you as well as the confirmation email
- An adult is someone aged 16 years+
- Children under the age of 8 in the learner pool must be accompanied in the water on a 1 adult to 2 children basis (1:2)
- Children under the age of 5 in the main pool are to be accompanied on a 1 adult to 1 child basis. (1:1)
- Children between the ages of 5 and 7 in the main pool must be accompanied in the water on a 1 adult to 2 children basis (1:2)

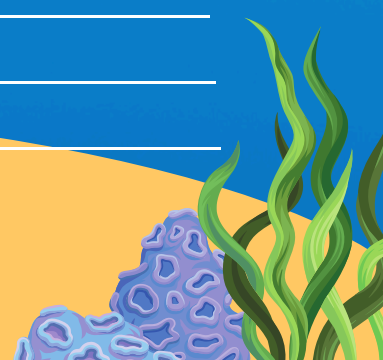
Failure to comply with these requirements may result in your party booking being cancelled without refund of any costs. By signing below you agree you have read and understood the safety policy:

I have read and agree to abide by the Terms & Conditions.

Print name: _____

Date: _____

Signature: _____



Oaklands
Community Pool

Find us @



www.oaklandspool.org.uk
info@oaklandspool.org.uk
023 8073 3496

Terms & Conditions for Event Hire of the Facility

The Party Child Admission Policy:

Guidance taken from HSG 179 Health and Safety in Swimming Pools

- No children are to be left on the premises unattended.
- 2 Adults are to be present in the water at all times if the children are 8 years and over.
- An adult is someone aged 16 years+.
- Children under the age of 8 in the Learner Pool must be accompanied in the water on a 1 adult to 2 children basis (1:2).
- Children under the age of 5 in the Main Pool are to be accompanied on a 1 adult to 1 child basis. (1:1).
- Children between the ages of 5 and 7 in the Main Pool must be accompanied in the water on a 1 adult to 2 children basis (1:2).

The Child Admission Policy and adult supervision ratios are listed on the party booking form for your easy reference. If you have any confusion, please contact us and we will be able to assist you.

Filming and Broadcasting:

No Filming in Changing Areas: Strictly no filming or photography is allowed in the changing areas for privacy reasons.

Photography Permission: If photography is to be carried out, the hirer must get approval from the Duty Manager. A Photography Permission Form will be required and can be completed if the booking meets the necessary conditions.

PRS/PPL Music Licence: Oaklands Community Pool do not have the necessary music licensing to play any music other than the playlists available in the media library. Hirers may not use media players on site. If there is a fine as a result of PRS/ PPL licensing breach during the event hire time, the hirer will be liable for the full fine.

Permission Required for Filming: No organisation booking the facilities is permitted to grant filming or broadcasting rights without prior consent from Oaklands Community Pool.

All pool users must have a pre swim shower and belongings stowed in a locker.

Payment & Cancellation Policy:

- **Full Payment Required:** Once the event booking is confirmed and the hire agreement is returned, the full amount for the hire must be paid immediately.
- **No Refund on Cancellation:** If the hirer cancels the booking, the full payment will be forfeited.
- **Leisure Activity Exemption:** Bookings for leisure activities with fixed dates/times are exempt from the 14-day cooling-off period. If you change your mind, no refund will be issued.

Cancellation by Oaklands Community Pool:

- **Oaklands Reserve Right to Cancel:** Oaklands Community Pool can cancel a booking by giving written notice. In this case, they will refund any payments made, but will not be liable for any losses or damages the hirer may incur due to the cancellation.

Equipment Issues:

- **Inflatable Equipment Failure:** If an inflatable develops a fault and cannot be used, Oaklands Community Pool will try to replace it with floats and mats. No price difference is involved in this substitution.
- **Responsibility for Equipment Failure:** In the event of an equipment failure, Oaklands Community Pool will do its best to notify the hirer as soon as possible. However, they are not liable for any loss resulting from the breakdown.

Facility Interruptions:

- **Temporary Facility Closure:** If any breakdown, leakage, or accident occurs that requires the temporary closure of the facility, Oaklands Community Pool is not liable for any interruption of the booking or any damages resulting from it.

- **No Responsibility for Interruptions:** The management or staff are not responsible for any accidents, leaks, or other issues that might cause the facility to close temporarily.

Termination of Event:

- **Right to Terminate:** Oaklands Community Pool reserves the right to terminate an event if the terms and conditions are violated or if it is in the public interest to do so.
- **No Refund on Termination:** Even if the event is terminated, the hirer remains responsible for all obligations, and Oaklands Community Pool may retain the payment made.

Safety & Regulations:

- **Compliance with Safety Rules:** All hirers must comply with regulations set by the Duty Manager or Lifeguard team for safety and convenience while using the pool facilities.

Responsibility for Cleanliness & Tidiness:

- The hirer must ensure the facility is returned in the same clean, tidy, and orderly condition it was in before the event.
- All rubbish must be disposed of in the bins provided. Rubbish must not be left outside or around the premises.
- Floors, surfaces, and all areas used must be free from litter, spills, or debris after the event.
- Any items moved during the event (e.g., chairs, tables) must be returned to their original positions.

Damage to Property:

Damage Responsibility: The hirer is responsible for any damage to the facility, its furniture, fittings, apparatus, or appliances during the hire period. If damage occurs, the hirer must repair or replace the damaged items at their own expense or pay for repairs as deemed necessary by Oaklands Community Pool.

External Equipment:

The hirer is responsible for any additional equipment required for the event. This includes ensuring it is brought in and removed appropriately. Any equipment should be agreed at the time of booking.

Prohibited Items: Electrical devices are not allowed to be operated in the facility at any time. This includes:

- Music equipment
- Kettles
- Microwaves
- Food heating appliances

Pool Closure Due to Hirer's Actions:

Pollution or Damage Caused by Hirer: If the pool is closed due to pollution or damage caused by the hirer (e.g. contamination of the water or facility), the hirer will be charged a fee.

- **Fee Structure:** The fee is a minimum of three times the hourly rate for the first hour, and this will continue until the pool is able to reopen to the public.
- **Invoice for Maintenance Charges:** An invoice will be sent to the address provided by the hirer to cover the cost of any maintenance required to restore the facility to its normal operating condition.

Event Booking Overrunning:

- **Excess Charge for Overrunning:** If an event exceeds its scheduled time, an excess charge will be applied. This charge will be the hourly booking fee plus any additional costs for labour or overtime incurred due to the overrunning.

Summary:

The hirer is expected to leave the facility in a clean and orderly state, with responsibility for any damage caused to the property. Additionally, the hirer must adhere to restrictions on external electrical equipment and be aware that they will incur fees if the pool is closed due to pollution or damage they are responsible for.

Insurance Policy:

- **Hirer's Indemnity:** The hirer agrees to indemnify Oaklands Community Pool against any actions, damages, costs, claims, or demands arising from the use of the facility during the hire period. This includes any loss, damage, or injury to persons or property, whether or not it is caused by the hirer's actions or omissions.
- **Exclusion of Liability:** GO TO LEISURE CIO and its employees will not accept liability for any loss, damage, or injury sustained by any persons or property while using the facility, including any vehicles or bicycles brought to the site.

Debt Recovery Process: If a debt remains unpaid, GO TO LEISURE CIO will take the following

steps:

- **Cancellation of Hire:** The hire agreement may be cancelled to prevent further debt accrual.
 - **Written Instructions/Mediation:** The hirer will be contacted in writing, and mediation may be sought to resolve the issue.
 - **Small Claims Court:** If the debt remains unpaid, the matter may be escalated to the Small Claims Court.
- Interest and Costs:** The hirer will be charged additional interest and all associated costs related to the claim, including debt recovery fees, legal costs, and other expenses incurred.

Summary:

- **GO TO LEISURE CIO** provides a £5,000,000 public liability insurance policy.
- **Filming:** All filming, broadcasting, or photography requires prior consent, with strict restrictions on changing areas.
- **Event Overrunning:** Events that run over their booked time will incur an extra charge for labour and overtime.
- **Debt Collection:** If a debt goes unpaid, Oaklands Community Pool will take appropriate legal action, including the potential use of a Small Claims Court and additional charges for recovery costs.

The Party Child Admission Policy applies.

Photography and mobile phones and electronic devices are strictly prohibited in the changing rooms.

Should you require to take photos of the event/ activity permission must be obtained by the Duty Manager and the relevant forms completed.

All pool users must have a pre swim shower and belongings stowed in a locker.

I have read and agree to abide by the Terms & Conditions.

Signature: _____

Date: _____