



OUR VISION

'A caring Christian community where children thrive: enthusiasm and excellence lead to high aspirations and outstanding achievements'

Hiring Policy 2021 - 2022

Introduction

- The governors recognise the value of making the school available for hiring where possible, provided that any hiring is not detrimental to the school or its pupils.
- The purpose of this policy is to ensure that any group or person hiring the school does so in a manner that is safe and acceptable
- This policy and the subsequent hiring process will follow the advice provided by the LCC
- All hiring will be at the discretion of the governing body or its representatives who may refuse a hiring if they consider it is in the interests of the school to do so

Aim

- To ensure that the process of hiring is consistent, fair and equitable

Delivery

The governing body will:

- Ensure that relevant governors are conversant with Admin Memo 17 and all its appendices to ensure effective process and practice
- Set the scale of charges in line with advice taken from the above memorandum, but with discretion to offer discounts to local residents and community groups.
- Provide any hirer with; full information, application form and an up to date list of charges
- Ensure that hirers are aware of their responsibilities for example: emergency procedures, Safeguarding/child protection, health and safety etc.
- Review the hiring policy and charges annually and make any changes as necessary



- Delegate the responsibility to the head teacher to decide whether the attendance of a premises officer is required at a hiring, taking account of issues like health and safety, security, and the nature of the activity
- Not allow the hiring of its premises to any organisation which may have racist objectives or policies
- Not allow the hiring of premises to any organisation that goes against the ethos and standards of the school
- Have relevant monitoring and evaluation procedures in place to ensure the policy works effectively

Review

This policy is reviewed annually, or as required by legislation, by the Governing Body, and was last reviewed on 16th January 2019, as a delegated responsibility of the Finance & General Purposes Committee.

Reviewed in September 2021

Headteacher: RLRoberts 31st August

Chair of governors: