

Heather Road, Newport, South Wales. NP19 7XU
Tel : (01633) 224490

CHARGES FOR HIRE OF FACILITIES

Term time hours:
* In hours, 08:00-17:00
*Out of hours, 17:00 onwards

Non term time hours:
*In hours, 09:00 – 15:00
*Out of hours, 15:00 onwards

Type of Facility:	In hours:	Out of hours:
Classroom only	£20 per hour	£30 per hour
Main Hall	To be negotiated by the Managers based on recovery of costs plus a profit margin. This will be dependant on number of hours and type of organisation. Minimum charge for hall - £500	To be negotiated by the Managers based on recovery of costs plus a profit margin. This will be dependant on number of hours and type of organisation. Minimum charge for hall - £500
East / West Gyms	£25 per hour	£35 per hour
Conference Room	£20 per hour	£30 per hour
ICT/Apple Mac Suites	£25 per hour	£35 per hour
External		
Pitches	Under 12 – £10 12-18 year olds - £15.00 (£20.00 with changing facilities) Adult - £30 (£35.00 with changing facilities) Winter use of pitch subject to weather.	Under 12 – £15 12-18 year olds - £20.00 (£25.00 with changing facilities) Adult - £35 (£40.00 with changing facilities) Winter use of pitch subject to weather.
Multi-Use Games Area / Cage	£15 Junior use per hour £25 Adult use per hour	£20 Junior use per hour £30 Adult use per hour
External - Driveways / Car Parks	£35 per hour	£40 per hour

Contact:
Mr R Owen
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01633 224490 or 01633224498

Notes

- Evening Use after 8pm and Weekend Use of Facilities will attract an extra charge to cover caretaking costs (i.e. as caretakers are not contracted to work after 8pm or on weekends, this will attract a letting charge)

- VAT will be chargeable on lettings unless a separate application is made for exemption where certain conditions relating to multiple lettings are met. Details are attached – see Club booking agreement.

- A formal letting application, indemnity form and debtor request form (Documents attached) must be completed for all applications. These will be presented to the Governing Body Finance Committee for formal agreement. Applications which require a decision between meetings will be agreed by the Headteacher / Business Manager who will provide the Chair of Governors with details.

- Pitch charges mirror those charged by Newport City Council's Leisure Department for hire of local Council pitches such as the Glebelands, Tredegar Park etc.