



All Cannings School Lettings Charges

	Community Groups/ Non-Profit Making Organisations/ Private Functions – not charging admission e.g. First Responders, Village Shop, Garden Club, WI, Pre-School, Parish Council Weddings/Christenings/Birthdays/Anniversary parties	Community Groups/ Non-Profit Making Organisations –charging admission e.g. Wiltshire County Council, Guides/ Brownies/ Pre-schools	Profit making organisation e.g. Sales organisations, Party plan, Evening classes/instructors
Hall/Kitchen Monday-Friday 6-10pm term-time (premises must be vacated by 10:30pm)	£10 per hour	£15 per hour	£30 per hour
Hall/Kitchen Holidays and Sat/Sun/Bank Holidays Events must finish at 10pm latest. (premises must be vacated by 10:30pm)	£15 per hour	£20 per hour	£35 per hour
Outdoor facilities (Playing field/ netball court/ Multiskills area/ Playground) Monday-Friday 6-10pm term-time (premises must be vacated by 10:30pm)	£10 per hour	£15 per hour	£30 per hour
Outdoor facilities (Playing field/ netball court/ Multiskills area/ Playground) Holidays and Sat/Sun/Bank Holidays Events must finish at 10pm latest. (premises must be vacated by 10:30pm)	£15 per hour	£20 per hour	£35 per hour

Please note, to make a booking, please read the Equa Lettings Policy and complete the application form attached.

Please be aware:

- Hirers must obtain insurance against its legal liabilities to third parties, with a limit of indemnity of at least £1 million.
- If alcohol is to be consumed on the premises, the hirer must apply for a Temporary Event Notice through the school/Wiltshire Council at a cost of £21. At least 3 week's notice is required.
- It is the responsibility of the hirer to ensure that those attending an event do not access areas of the building other than the hall, kitchen and toilets
- It is the responsibility of the hirer to ensure that school property is not tampered with or damaged. Any damage or breakages will be the responsibility of the hirer. No pins, Blu Tack or sellotape are to be used.
- The premises should be left as found.
- The school reserves the right to refuse bookings if caretaking is unavailable, or the use is deemed unacceptable.
- We have a no nuts policy, as we have children with severe allergies.
- Events must finish by 10:00pm and the building must be vacated by 10:30pm (to allow 30 minutes tidying/cleaning time).