

**COMMUNITY USE OF THE SCHOOL HALL  
AT  
GRAND UNION VILLAGE SCHOOL**

**1. RECITALS**

- (1) The Eden Academy (“Eden”) operates the School located on Ballinger Way, Northolt, UB5 6GG following the construction of the School by the Department for Education.
- (2) Eden wishes to make the School Hall available for use by the local community for participation in physical and therapeutic activity, including to support young people or adults who have disabilities similar to those of pupils attending the School, when its use is not required by the School.

**2. DEFINITIONS AND INTERPRETATION**

In this Agreement the following words or phrases have the corresponding meanings ascribed to them unless the context otherwise requires:

<b>Community Use Period</b>	6.00pm - 8.00pm weekdays during School term time, and 9.00am – 5.00pm weekends and School holidays.
<b>Facilities</b>	The main hall within the School as shown on the plan in the Annex. Users of the Facilities shall be entitled to use the car park at the School during their usage.
<b>Marginal Costs</b>	Staff costs (site opening / closure / security), cleaning costs, administration, heating, lighting, contribution to routine maintenance, insurance premiums, non-capital equipment
<b>The School</b>	Grand Union Village School, Ballinger Way, Northolt, UB5 6GG
<b>School Day</b>	7:45am to 6:00pm on weekdays during the School term-time

**3. AIMS AND OBJECTIVES**

Eden will make the Facilities available during the Community Use Period to support the following aims and objectives:

- 3.1 To increase and improve the quality of physical and therapeutic activity opportunities for the pupils of the School; and
- 3.2 To enable local organisations to provide opportunities for participation in physical and therapeutic activity, including to support young people or adults who have disabilities similar to those of pupils attending the School.

#### **4. MANAGEMENT**

Eden agrees that it shall:-

- 4.1 be responsible for the Facilities and will resource manage and routinely maintain it in a manner that will allow achievement of the aims and objectives set out in clause 3;
- 4.2 make available the Facilities, in a clean and tidy state suitable for the intended use, during the Community Use Period;
- 4.3 be a member of the Department for Education's Risk Protection Arrangement or otherwise to insure and keep insured the Facilities against all usual commercial risks including public liability in its full reinstatement value;
- 4.4 effect repairs and make good accidental damage arising out of or occasioned by the use of the Facilities or in the event of damage by an insured risk;
- 4.5 establish a practical policy framework for managing and operating the Facilities during periods allocated for community use within the financial constraints imposed by the Department for Education upon the School encompassing the aspects contained in clause 5 and a pricing policy based upon clause 6.
- 4.6 external lighting will only be used when required to allow safe movements from the parking areas and pedestrian entrance to the school entrance and will be turned off when the facility is not in use.

#### **5. COMMUNITY USAGE OF THE FACILITIES**

- 5.1 Community use may be for casual bookings or for block / repeat bookings;
- 5.2 The following requirements shall apply to all community use of the Facilities:
  - 5.2.1 All Hirers and their representatives must adhere to manual handling operations and regulations during their visit, including procedures as outlined in individual risk assessments;
  - 5.2.2 All Hirers and their representatives will need to show proof of identity on each visit;
  - 5.2.3 All Hirers, their representatives, and users must be fit and well to attend their session. No one should attend whilst suffering from illness or ailments, e.g. chest infections, vomiting, diarrhoea;
  - 5.2.4 No foods containing nuts are allowed on the School site;
  - 5.2.5 First aid provision is the responsibility of the Hirer;
  - 5.2.6 All first aid incidents and near misses must be reported to the School and an incident report completed;
  - 5.2.7 All Hirers must abide by the safeguarding procedures of the School at all times;
  - 5.2.8 All Hirers must comply with any reasonable operational requirements of the School.
- 5.3 Any damage to the building or any equipment must be reported immediately.
- 5.4 In the event of equipment failings or other conditions seen to be a risk to a user,

the School has the right to cancel affected bookings.

**6. PRICING AND FINANCE**

- 6.1 Pricing for community use will be predicated upon recovering Marginal Cost plus £10/hour.
- 6.2 Eden may, at its discretion, agree reasonable charges with users for additional services (e.g. catering, particular equipment).
- 6.3 If during a School financial year a financial surplus is generated (determined as income from community use minus the Marginal Costs of operating community use of the Facilities), Eden agrees to utilise any such surplus towards improving equipment and / or provision within the Facilities.

**7. MONITORING, EVALUATION AND REVIEW**

- 7.1 Eden will market the Facilities through making information about how to hire the Facilities for community use available on the School website, to the School community, and to anyone who requests such information.
- 7.2 Eden will on or before 1 August every year update the pricing for use of the Facilities for the following September to August period.
- 7.3 Eden will share information with Hillingdon Council upon request regarding community usage as part of the Council's public health and leisure service remits.
- 7.4 Eden will consider any written recommendations from Hillingdon Council regarding community usage in good faith. Eden will participate in Council initiatives with all schools to promote public health through community use of school facilities.

**8. DURATION OF COMMUNITY USE**

Eden shall offer community use for at least the first twenty years of occupation of the School site, and after that period shall provide written notice of at least a full school term to Hillingdon Council if it intends to cease community use of the Facilities.

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IN WITNESS whereof the hands of Eden's duly authorised representative.

Signed by .....

Position...CHIEF...EXECUTIVE...OFFICER Date...25/1/23.....

Duly authorised by the Eden Academy Trust

**ANNEX: PLAN OF THE FACILITIES**



## SECURE BY DESIGN REQUIREMENTS

Secure by design accreditation required.

**External Doorset and Windows:** All external doors and opening windows need to be PAS 24/2016 standard. Main entrance requires a LPS 1175/Issue 7 SR2, LPS 1175/Issue 6 B3, STS 202 BR2 or LPS 2081 SRB rated doorset.

Reception to have two lines of security: the second line of defence (PAS 24/2016) and the reception hatch needs to prevent access (if glazing it will need to be E1366 PAs standard and suitable secured into the surrounding wall)



Amendments				
O2	CLA amended following discharge of condition 17 update	30/06/22	SJ	
O1	Construction lease	29/05/22	SJ	
A4	Out of hour requirements and community use amendment	27/04/22	PB	
3	Stage 5 issue	22/04/22	PB	
2	Secure by design requirements, community use, fire compartmented doors and position of compartment doors, base and door interfaces.	11/06/21	PB	
1	Insulator CSPs	28/05/21	PB	

No.	Description	Date	Issued
	Use figured dimensions only. All levels and dimensions to be checked on site. This drawing is to be read in conjunction with all other relevant drawings and specifications		
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Project Name:

Grand Union SEN School

Dwg Reference:

Community Use Strategy

Drawn	FB
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Scale: 1:200

Project:	Originator:	Volume:	Level:	Type:	Role:	Number:
FS0729 - NOV - V1 - 00 - DR - A - 1650						

Status:	Suitability Description:
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**A5**      **Approved and**

Revision: Revision Description:

C02 Construction