

**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:

Community Use Period	6.00pm - 8.00pm weekdays during School term time, and 9.00am – 5.00pm weekends and School holidays.
Facilities	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.
Marginal Costs	Staff costs (site opening / closure / security), cleaning costs, administration, heating, lighting, contribution to routine maintenance, insurance premiums, non-capital equipment
The School	Grand Union Village School, Ballinger Way, Northolt, UB5 6GG
School Day	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.

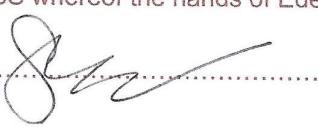
7. MONITORING, EVALUATION AND REVIEW

- 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

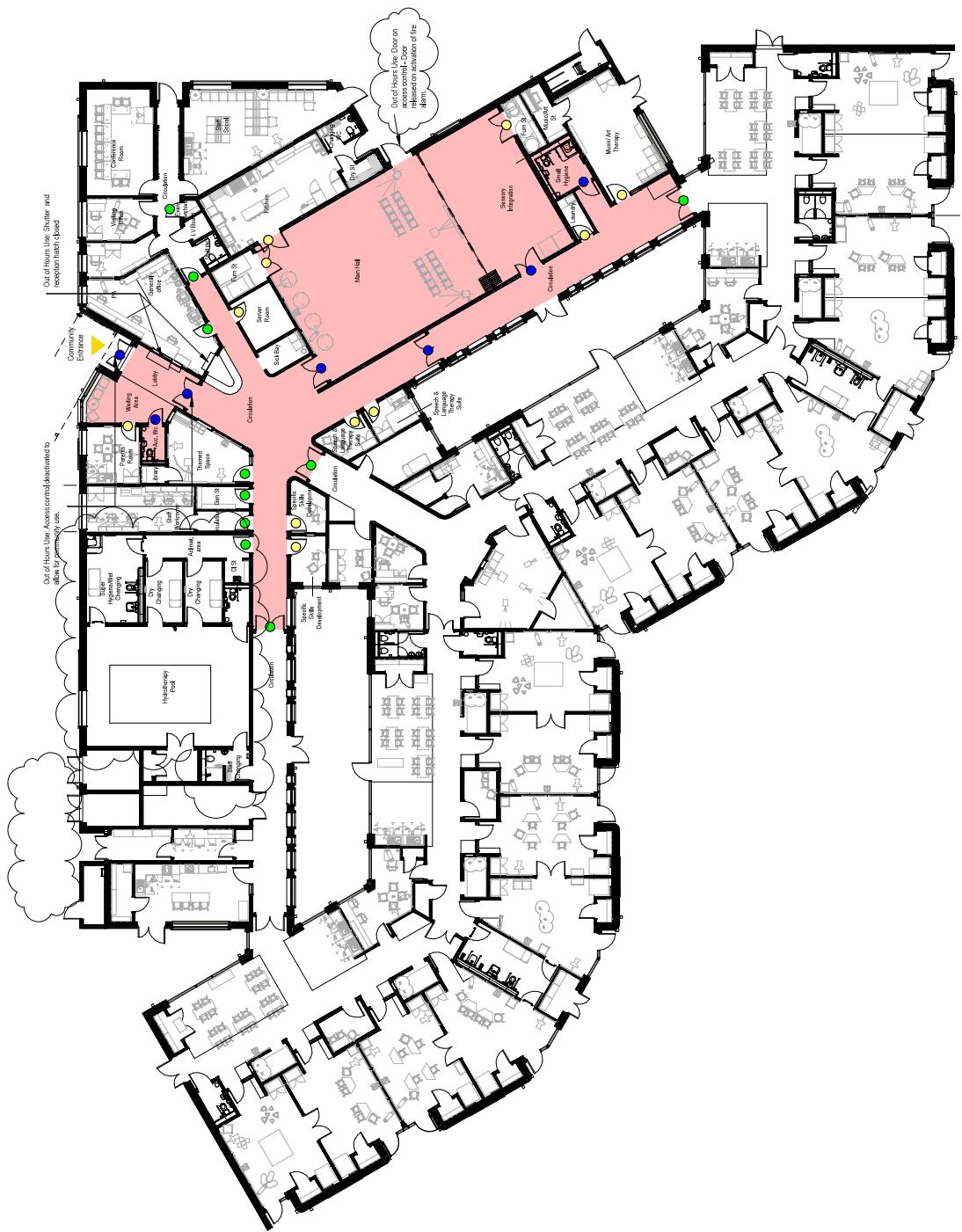
Eden shall offer community use for at least the first twenty years of occupation of the School site, and after that period shall provide written notice of at least a full school term to Hillingdon Council if it intends to cease community use of the Facilities.

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 doors and windows.

All external doors and opening windows need to be PAS 24/2016 standard. Main entrance requires a LPS 1175/Issue 7 SP2, LPS 1175/Issue 9 B3, ST20 B2 or LPS 2481 B2S rated doors.

Internal Doors:

Requirement to have two lines of security (the second line of defence) PAS 24/2016

and the reception had to have two lines of security (if glazing will need to be PAS 24/2016 standard and suitable sealed to the surrounding wall).

Any areas rooms (e.g. IT classrooms) will require a PAS 24/2015 door. TBC by school.

Areas that are accessible during the hours of community use are to be PAS 24/2016 doors. Refer to drawing 1652 - Community Use Strategy.

Amendments

No.	Description	Date	Issued by
1	Use failed dimensions only. All walls and dimensions to be checked/cross checked. This drawing is to be read in conjunction with all other relevant drawings and specifications.	20/06/22	Project Manager
2	On 20/06/22 All gates refitted.	20/06/22	Project Manager
3	On 20/06/22 All doors refitted.	20/06/22	Project Manager
4	On 20/06/22 All windows refitted.	20/06/22	Project Manager
5	On 20/06/22 All doors and windows refitted.	20/06/22	Project Manager

NOVIUN ARCHITECTS

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Project Name
Grand Union SEN School

Ref Reference
Community Use Strategy

Draw: FB
Scale: 1:200 @ A2
Project Issue Date: May 2021

Checked: MR
Project: FS0729 - NOV - VI - 00 - DR - A - 1650
Operator: Valarie
Valarie: Level: Type: Rate: Number:

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Status: Approved and Accepted
A5
A2
Review Description: Construction
CO2
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