



Bournemouth Guide Camp Association

DUDSBURY GUIDE CAMP
174, Christchurch Road West Parley,
Ferndown, BH22 8SS 01202 572665
www.dudsburyguidecamp.weebly.com

TERMS AND CONDITIONS OF HIRE January 2017

Dudsbury Management Committee reserve the right to accept or reject a booking

External hiring will be required to complete a Hirers Agreement prior to acceptance of a booking.

Conditions

1. The Hirer will be responsible for maintaining good behaviour during the Hire period, ensuring that persons living nearby are not disturbed by excessive noise. This includes arrival and departure
2. As per the Government directive regarding smoking in a public place Dudsbury has a policy of NO SMOKING within the building - please be discreet outside - hirers are requested to comply
- 3.. All official signs and notices displayed within and around the building and site shall be adhered to.
4. Hirers shall not remove any furniture or equipment from the Site.
5. The Hirer shall be responsible for the security of the premises during the hire period.
e.g. making sure premises are secure at all times and all windows and external doors are to be secured on leaving the buildings during the period of hire.
6. The Hirer shall be responsible for conserving energy by switching off all lights and kitchen appliances where appropriate.
7. All water taps must be turned off when not in use.
- 8.. On entering the building the Hirer must identify the position of Fire points and Emergency Exits
Hirers are responsible for their own Fire Drills.
NOTE : ALL FIRE EXITS MUST BE KEPT CLEAR AT ALL TIMES (INSIDE AND OUT).
- 9 No damage is to be caused by fixing or adhering anything to walls, ceilings or floors except in designated areas.
10. Accidental damage/equipment failure: The Hirer shall notify the Wardens and fill out a damage entry in the record book provided of any accidental damage or equipment failure.
Note : An accident / damage record book is available in the House (refers to both buildings and camping sites) and should be completed before departure The Hirer will be liable for damage caused by wilful or careless actions and shall be invoiced on completion of any remedial work.
- 11 Items that could cause damage or injury (including fireworks) shall not be brought onto the premises or grounds.
- 12 The private road leading to the car park is subject to a **5mph** speed limit and any vehicle accessing the site must use extreme caution.
13. Hirers are to ensure that any equipment, belongings or refuse are removed from the grounds on departure.

14. Fire Regulations 2006: These regulations must be observed - there is a copy at the Wardens cottage or can be found on line at:-
<http://www.communities.gov.uk/fire/firesafety/firesafetylaw>
 15. The Hirer is responsible for placing all waste that is not recyclable in the bin at the end of the drive and ensuring that the premises including the appliances are left clean and tidy.
Recycling bins are provided.
Note: Failure to do so may result in an additional charge
 - 16.. Dudsbury does not have a TV licence, however pre recorded material and DVDs can be played but own player required.
 17. The site does not have PPL and PRS licence's allowing music to be played.
 - 18 A pay phone is available
 - 19.. Dudsbury is an Ancient Monument , please respect this and avoid causing damage to property vegetation and wildlife.
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**PLEASE NOTE THAT PAYMENT FOR HOLIDAYS IS REQUIRED 10 DAYS IN ADVANCE OF THE HOLIDAY (cheques only please unless by prior agreement)
DEPOSITS TO BOOKING SECRETARY PLEASE**

CANCELLATION POLICY

All cancellations are to be submitted in writing, the deposit is non-refundable.

HOUSE & CHALET -- Fee for cancellation 60 days or less before date booked £75 per night booked

CAMP SITES Fee for cancellation 60 days or less before date booked £25 per night booked

It would be advisable for Leaders to have insurance to cover any cancellations

POLICY STATEMENT

it is the policy of Bournemouth Guide Camp Association to make every effort to ensure the safety and Safeguarding of adult and child visitors from physical, sexual, and emotional harm while participating in activities on site. You should be aware that there is a public right of way through this site and that Bournemouth Guide Camp Association expects all visitors to adhere to their own organisation's safeguarding policies ensuring that all reasonable steps are taken to ensure that, through proper ratios and supervision, children, young people and adults taking part in activities do so in a safe environment.

Where visitors outside of organisations with safeguarding policies bring children or vulnerable adults on site please ensure that such persons are supervised by parents/guardians at all times

Please be aware that the on site Warden holds a current DBS certificate and it is a requirement that any

Instructor on site to also hold a DBS certificate, appropriate qualification, risk assessment and insurance for the activity being provided.

Next Review Jan 2018