



**STOCKPORT**  
METROPOLITAN BOROUGH COUNCIL

# Our Lady's Catholic Primary School

"Living and Learning in Faith"



# LETTINGS POLICY

<b>Date approved and agreed</b>	Governing Body Meeting 31 <sup>st</sup> January 2020
<b>Review Date</b>	January 2021

If you need this document in a different format please telephone  
0161 474 4777 (internal 4777)

## Charging Policy

As a Catholic Primary School we firmly believe that our faith is central to all we undertake and that all our policies will reflect our central mission “Living and Learning in Faith.”

### Mission Statement

The aim of our school is:

To provide a loving catholic environment which will help each individual member of the school family grow morally, spiritually and academically in the love of Jesus Christ. This means we aim to meet our children’s needs in the light of the Good News of Jesus Christ that God loves us all. This is found in the life of the school through:

- The quality of relationships based on love, care, respect and trust.
  - Prayer, reflection and celebration.
  - Learning and teaching that enables children to reach their full potential.
- Partnership between home, school and parish.

“ LIVING AND LEARNING IN FAITH”

## Lettings Policy

1. The facilities available for letting will be at the discretion of the Governing Body.
2. It is intended that lettings should operate on a commercially viable basis.
3. The Governing Body reserves the right to change or amend conditions of hire at any time giving reasonable notice.
4. The rooms/facilities will be let at a price determined by the Governing Body and set out in the conditions of hire. Further charges may be levied if additional costs are incurred
5. The Governing Body will only let facilities/rooms to groups or individuals who are not in conflict with the aims of the school.
6. Smoking is not allowed inside the school buildings.

7. Food and drink may only be consumed in prescribed areas and by arrangement.
8. The hirer is responsible for the health and safety of all persons using the premises as set out in the conditions of hire.
9. The Governing Body may request that extra insurance must be taken out by the hirers when deemed necessary.
10. The hirer should have due regard to any licences required to cover activities held on the premises.
11. The aims and progress of this policy will be reviewed regularly.
12. Full details of conditions of hire are available from the school office.