



Our Christian Values

God teaches us to forgive and always accept forgiveness

We receive the Christian way of life as a gift from God

We believe and trust in God who loves each one of us

We are all unique children of God

Whatever you wish that men would do to you do to them

We are all equally precious and loved by God

Lettings Policy

The letting of the school premises by the community is welcomed, subject to the following conditions:

- Use of the premises for school functions will take priority over lettings.
- The Governing Body will set charges for lettings guided by these principles.
 - Lettings to Burham CE Primary Parent, Teachers & Friends Association will be free of charge.
 - Lettings to bona fida community groups will be charged at cost, to cover caretaking, energy, wear & tear, administration. At the present this will be £15:00 per hour which includes the extension of the Kent County Council insurance. The cost of this is 3.15% of the hiring cost.

- Lettings to all other hirers will be charged at cost plus a profit margin decided by the Governing Body.
- Income derived from lettings will be retained by the school and costs to the school of lettings will be met from this income.
- The school premises will not be let to individuals or organizations if there is reason to believe that the name of the school will be brought into disrepute.
- The school premises (will not) be let for functions where a Public Entertainment Licence is required.
- Decisions whether to permit lettings will be made by the Governing Body. If the Headteacher believes a letting should not be permitted he/she will report the reasons to the Governing Body.
- The school follows the June 2015 'Prevent Duty' advice from the DfE which can be found on the following link:
<N:\Admin forms\Website\upload\British Values\prevent-duty-departmental-advice-v6.pdf>
- All persons hiring the school premises will be expected to conform to the relevant Health & Safety regulations.
- The Hirer will make sure they are covered by their own Public Liability Insurance.
- The Hirer will make sure that no dogs access the venue and that no-one smokes on the school grounds or in the school buildings as this is against the law at Burham CE Primary School.

Updated September 2011
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