



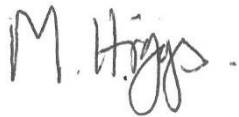
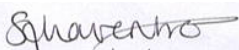
## Lettings Charges Aldermaston CE Primary School

**Version:** 1

**Reviewed by:** Finance Committee

**Date adopted by FGB:** July 2022

**Review by:** July 2023 (1 year)

Role	Signature	Date
Headteacher	Mrs M Higgs 	July 2022
Chair of Governing Board	Mrs S Chaventre 	July 2022

# **CHARGES FOR HIRE OF SCHOOL HALL**

## **1. CHARGES FOR USE OF HALL, TOILETS, CHAIRS & TABLES**

**HOURLY RATE** - £18 for first hour, £15 per hour thereafter

**SESSION RATES** - £45 per session \*\*

Morning Session 8am – 12pm

Afternoon Session 1pm – 5pm

Evening Session 6pm – 10pm

\*\*Additional hours charged at £15 per hour

## **2. ADDITIONAL ITEM(S) CHARGES (IF REQUIRED)**

Use of hot water and kitchen for the purpose £5 per booking of tea/coffee and light refreshments  
(use of mugs and kettles included on request)

Use of showers £5 per booking

### **BANK HOLIDAYS**

A surcharge may be applied for bookings made on Bank Holidays.

### **EXCESSIVE CLEANING**

Where excessive cleaning is required after a letting, a charge will be made based upon the time spent by staff in remedial cleaning. This charge will be £10.00 per person per hour.