



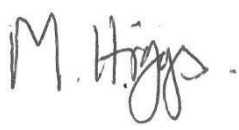
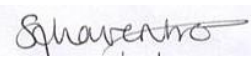
Lettings Charges **Aldermaston CE Primary School**

Version: 1

Reviewed by: Finance Committee

Date adopted by FGB: July 2023

Review by: July 2024 (1 year)

Role	Signature	Date
Headteacher	Mrs M Higgs 	July 2023
Chair of Governing Board	Mrs S Chaventre 	July 2023

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.