



Terms & Conditions of Alfriston Indoor Sports Hire

Definitions

In these Terms and Conditions, the following words shall have the following meanings:

'Facility' shall mean Alfriston Indoor Sports,

'Heartward' shall mean Heartward Community Ltd

'Hirer' shall mean an individual who has booked any of the Alfriston Indoor Sports Facilities, for their own use or on behalf of any organization;

'Booked Period' shall mean the period(s) of any day or part thereof reserved for the use of the Hirer;

'User' shall mean any person present on Facility premises or using any of the courts or equipment of the Facility, whether as a participant or spectator, whether or not a charge has been levied;

1. Method of Booking

- 1.1.** Anyone wishing to hire any of the Alfriston indoor sports facilities must submit their request through the online booking system
- 1.2.** Heartward can use its discretion to refuse a booking request from a hirer if there are safety, economic, structural, or reputational concerns.
- 1.3.** All Bookings are subject to availability. When a booking is made by one person on behalf of another person or people, that person confirms to Heartward that he or she has the authority to make such a booking.
- 1.4.** Regular hirers ('loyalty members') will get priority access to make bookings. To become a regular hirer the person or organisation must have booked the facility weekly without issue for a minimum of one year.
- 1.5.** Following a booking request, Heartwood Community Ltd will issue an e-invoice
- 1.6.** The Booking period will show in the online calendar as reserved on request. However the booking is not accepted or confirmed until an invoice has been issued and full payment received.
- 1.7.** All bookings must be paid in advance of the booking period
- 1.8.** By submitting the booking form the Hirer accepts the terms and conditions noted herein and warrants that he or she has been duly authorised to legally bind the individual or organisation on whose behalf the booking is being made.

2. Cancellation & refunds

- 2.1.** In the event of a cancellation, refunds will only be given if there is at least 48 hours notice. If there is less than 48hrs notice of a cancellation, no refund will be given.
- 2.2.** Heartward reserves the right to cancel individual or block bookings in which case a full refund will be issued.

3. Use of Facilities.

- 3.1.** The hirer shall be responsible for ensuring that all persons in their party behave in a manner that does not cause injury, damage or nuisance to property, staff or other users
- 3.2.** The hirer shall be responsible for any loss or damage to the structure, equipment, fixture and fittings of the premises, which must be left in a clean and tidy condition.
- 3.3.** Children involved in an activity on the premises must at all times be supervised by a responsible adult.
- 3.4.** The hirer must ensure there is adequate supervision of attendees both inside and outside the premises.
- 3.5.** The hall can only be used for the purposes stated on the booking form. It cannot be sublet.
- 3.6.** Where the venue is being used for a prior approved indoor sports event it is a condition of the hire that a suitably qualified First Aider will be in attendance.
- 3.7.** Smoking is not permitted in any part of the premises

4. Use of photography and recording

- 4.1.** The Hirer is responsible for any person/s wishing to use photographic equipment, including smart phones, during their bookings and for ensuring appropriate agreement by participants is obtained prior to allowing any photography or recording.

5. Hire Times

- 5.1.** Alfriston Indoor Sports is available to hire from 8am to 11pm every day.
- 5.2.** Courts are booked by the ½ hour

6. Insurance

- 6.1.** The hirer is responsible for having suitable insurance cover for the activity being booked and throughout the booking period

7. Coaching

- 7.1.** Any coach delivering sessions on the premises must be approved in advance by the Facility. Approval is conditional on the coach providing evidence of the following:
 - 7.1.1. Accreditation: Current, valid coaching accreditation from the national governing body (e.g., LTA in the UK).
 - 7.1.2. Safeguarding: Up-to-date and relevant safeguarding certification.
 - 7.1.3. First Aid: Valid First Aid qualification.
 - 7.1.4. Insurance: Proof of appropriate Public Liability and Professional Indemnity insurance.
- 7.2.** Ratio guidelines: Approved coaches must adhere to recommended coach-to-player ratios, particularly for junior sessions, to ensure a safe and effective coaching environment.

8. Liability

- 8.1.** The hirer undertakes the Hire at their own risk.
- 8.2.** The hirer is responsible for ensuring that they, and the others in their party, are physically fit enough to undertake the activities using the Heartwood Community Ltd courts and equipment
- 8.3.** Heartward does not accept any responsibility for any failure to complete the Hire period due to lack of fitness, illness or injury.
- 8.4.** Heartward does not accept liability for death, personal injury, loss or damage to personal effects to any participant, nor can Heartward accept any responsibility for delays or changes to the booking period due to weather, strikes, war, terrorism or other causes.
- 8.5.** The hirer will not hold Heartward responsible for any loss, damage or injury including death to persons or property with regard to the use of the equipment hired. The hirer accepts responsibility to Indemnify Heartward against any claim, interest, demand or expense in respect of such injury or damage.