



Urlingford
Community Centre

User Code of Conduct

Urlingford Community Centre: User Code of Conduct

Breaches of this code may result in suspension or loss of access to the centre. In the event of a dispute or minor breach, management will first issue a verbal or written warning before suspending access.

1. Respect for All

- Treat everyone: staff, volunteers and other users with courtesy, kindness, and patience.
- Discrimination, harassment, or offensive language will not be tolerated.

2. The Centre is an alcohol, drugs and cigarette free zone.

- Drug use and smoking (including e-cigarettes) are strictly prohibited on the premises.
- Alcohol is strictly prohibited on the premises unless part of an approved Parish or community event e.g. a Parish social or dinner-dance where an Occasional Licence has been obtained by an existing on-licence holder from the District Court.

3. Care for the Space

- Keep the centre clean and tidy; dispose of rubbish responsibly.
- Use equipment and facilities as intended, and report any damage immediately.
- Items of equipment must be returned to the storage areas after use and any damage must be paid for by those who have caused it.
- Where the users include children, group leaders must ensure that:
 - a) children in their group use equipment properly, with due care for their own safety and the safety of others;
 - b) faults with equipment are reported immediately to staff

4. Insurance

- Users (including event organisers, service and third party providers, businesses and sole traders) must hold their own Public Liability Insurance.

Urlingford Town Team Company Limited by Guarantee

Registered Office: Main Street, Urlingford, Co. Kilkenny. E41 P299

Place of Registration: Dublin, Ireland | **Registration Number:** 721736 | **Tax Registration Number:** IE4003479MH

Directors: D. Hayes, M. Doyle, J. Hayes, A. Ryan, D. Norton, J. Butler, M. Joyce, P. Ryan, M. Power

5. Safety First

- Follow all health and safety guidelines, including fire and emergency procedures as indicated in the centre.
- No dangerous, illegal, or disruptive activities are allowed on the premises.

6. Shared Responsibility

- Be mindful of noise levels to avoid disruption to the activities of other users.
- Book spaces in advance where required, and use them only for the agreed purpose.

7. Protecting Privacy

- Do not take photos or videos of others without their consent.
- Respect confidentiality in conversations and activities.

8. Compliance

- Follow instructions from staff or volunteers at all times.

9. Articles Lost / Stolen / Mislaid / Damaged

- The management cannot be held responsible for articles lost/stolen/mislaid or damaged on the premises or anywhere else on the site.