



Peaslake Village Hall

Public Liability Insurance, and indemnity

1. General

Qualifying non-commercial hirers of Peaslake Village Hall (the Hall) may benefit from the Hall's public liability insurance provided they meet the requirements listed below during the time the Hall is hired or loaned out to them. A copy of the relevant section of the Hall's insurance policy is available to view and download from the Hall website at www.peaslakevillagehall.com. It is important you have studied the contents and raised any queries you may have before the date of your hire.

In order to qualify for this cover, you confirm by your signature below the following:

- You are a private individual, group of private individuals, a not-for-profit organisation, or a charitable organisation **and**:
- You do not carry out any similar or related activities at venues other than the Hall. This condition applies to clubs, societies and sporting organisations who take part in formal or informal competitions, and also to charitable organisations, all of whom would be expected to have their own insurance if this condition applies.
- You do not make, or plan to make, any profit, directly or indirectly from your meeting or activity other than is reinvested back into the club, society, organisation, or is for charitable purposes
- You, the hirer or hiring organisation do not have any paid employees.
- You do not carry out any excluded activities as listed on endorsement 215 - a copy of which has been made available to you/is available to download from the Hall's website as above.

The cover provided by this policy may not cover all your needs and it is advised that you consider taking advice from an insurance advisor about taking out your own insurance policy. The Trustees and Hall management committee accept no liability should our insurers refuse to accept a claim because you do not meet the qualifying criteria above or have failed to raise a query where the situation is unclear.

2. Special Requirements for Specified Activities

The Hall's insurers consider certain activities carry heightened risks and in order to provide public liability cover they require additional actions on the part of the hirer.

2.1 USE OF BOUNCY CASTLES OR OTHER LAND-BASED INFLATABLES

(NB. The use of trampolines is not permitted on Hall premises under any circumstances)

if the hirer uses any bouncy castle and/or any other land-based inflatable, to ensure that:

- a) access and use is controlled by an adult authorised by the hirer at all times
- b) when used outside a building... **This clause is not applicable as the Hall does not permit use of such equipment in any of its outside areas.**
- c) each anchor point is signed, or otherwise marked to be made easily visible, and wrapped to prevent injury
- d) soft matting is used to cover hard surfaces adjacent to the front or any open sides where there is a risk of injury from falling from the inflatable.
- e) the manufacturer or supplier's safety recommendations are followed
- f) they require children to remove sharp articles like shoes, buckles or jewellery
- g) they do not allow overcrowding, particularly by children (to help prevent knocking into each other)

- h) they do not allow a mix of large and small children at the same time (to avoid larger children crushing the smaller ones) i.e: Restrict use by age group (e.g. age groups 2 to 5, 6 to 12 and over 12 must not be mixed)
- i) they do not allow use by adults at any time **(this is Hall policy)**
- j) they do not allow any access to the very youngest children, e.g. under 2 years old.

2.2 USE OF GYM EQUIPMENT

Hirers must take reasonable precautions to ensure that any gym facility or equipment are not used by any unauthorised persons and that:

- a) any equipment for Olympic-style weightlifting or powerlifting is not used
- b) they are supervised by a qualified gym instructor at all times when in use, or
- c) they are only used by unsupervised persons who have undergone an induction or training course held by a qualified gym instructor and then been authorised by the hirer.

2.3 USE OF A BAPTISTRY

to ensure that any baptistry used must:

- a) always be attended by a responsible person authorised by the hirer when it is being filled with water
- b) be attended by a responsible person authorised by the hirer or roped off or warning notice displayed when the baptistry cover is removed
- c) have the electrical heating apparatus to the baptistry turned off and disconnected from the mains supply and checked by a responsible person authorised by the hirer before anyone enters the water
- d) if portable, be checked by a responsible person authorised by the hirer before each use to ensure that it remains in good condition and that there are no apparent defects that might cause bodily injury or damage.

2.4 FACE PAINTING AND HENNA TATTOOS

if the hirer applies any face paints or henna tattoos, to ensure that they are not applied to any person:

- a) under three years old
 - b) who has open cuts or sores on their face
 - c) who has a cold sore or conjunctivitis or any other known infectious skin condition
- and in addition the hirer must:
- d) carry out a skin test prior to the application of any face paints or henna tattoos where any person has food allergies or allergic reactions to soaps, skin creams and the like
 - e) clean any equipment before each application
 - f) only use professional face paints and henna tattoos that comply with current safety legislation or regulations.

3. Agreement

I the hirer have read and understood the contents of this document and how it relates to the activity for which I am hiring Peaslake Village Hall. I agree to abide by the above conditions as appropriate to the activity to take place, and understand that failure to do so may invalidate the insurance provided. I indemnify the Trustees and Management Committee of Peaslake Village Hall for any and all liabilities in relation to the activity to take place other than those arising out of matters under the Hall's control.

Activity planned:..... Date of event.....

Full Name (Capitals):.....

Address:.....

Signature:

Date: