



**Booking Form**

## Conditions of Hire

We look forward to welcoming you and hope that we can make your occasion as enjoyable as possible.

We ask that you read the information below and return the completed form to the pool reception desk at your earliest convenience.

Saturday Party bookings are £115 and include the following:

- 1 hour in the pool with play floats and music – 12.15pm to 1.15pm.
- *Optional:* 2 hours in the multi-purpose room for your meal – 12.15pm to 2.15pm. Tables and chairs will be provided. Please feel free to bring your own decorations, food, and set the room up an hour in advance.

Party bookings at other times are £115 plus a £65 surcharge, available times are to be discussed with management.

Pay attention to our supervision ratios which must be adhered to for health and safety reasons. Failure to do so will result in members of your party having to miss the pool session or ultimately in the cancellation of your event.

### Supervision ratios are as follows:

- A minimum of two adults are required in the pool at all times during the session (this applies regardless of the age of the children).
- Children below the age of 8 must have adult supervision at all times on a basis of one adult per two children.
- An adult in this context is defined as a person deemed competent by the party organiser and must be aged 16 or above.
- The maximum number of children per party is 20 and the maximum number of people in the pool (including adults) is 40.

### Pool users must not enter the water if intoxicated or under the influence of drugs.

Your booking will only be confirmed once the booking form and full payment has been received by the facility. This must be complete 14 days prior to the booking.

- Cancellations made with more than 7 days notice will be granted a full refund.
- Cancellations made within 7 days of the booking will not be granted a refund unless there are exceptional circumstances that will be determined at the discretion of the Manager.
- Cancellations or booking amendments can be made via phone or email.
- If the facility needs to cancel the session due to unforeseen circumstances we will attempt to contact you as soon as possible, and you will be granted a full refund.

You can use the following contacts for any queries relating to your booking:

Email: [opsmanager@southernswimmingpool.im](mailto:opsmanager@southernswimmingpool.im) Telephone: 01624 823930

## Party Booking Form

Name of organiser:		
Date of hire:		
Date submitted:		
Contact telephone number:		
Number of children attending:	Under 8:	8 and over:
Number of adults attending:		
Do you require the use of our party room (no extra cost):	Yes	No

Please remember that there is a maximum of 20 children permitted per party with a full total of 40 persons including supervising adults.

Please sign and date below to confirm that you have read, understood and agreed to the terms and conditions applicable to your booking.

Signed:	
Date:	

### Office use only:

Action	Date	Initials
Booking put in diary		
Pool staff informed		
Closure notices updated		
Payment received		

Please detach this page and return it to Southern Swimming Pool reception.

Please retain this page for your information.