

*Winchelsea*



*All Individuals Matter*

**WINCHELSEA PRIMARY SCHOOL**  
**RUSKINGTON**

**LETTINGS POLICY**

Charges for the use of the school premises are usually set in accordance with Lincolnshire County Council's recommended standard charges.

The standard charge for the use of educational premises comprises of two elements:

1. A fixed amount reflecting the caretaker's extra duty payment.
2. A variable amount per room to cover the other costs associated with the hire.

Currently the majority of lettings at the school take place on weekdays between 6.00pm and 10.00pm approximately. The charges for lettings during this time period for 2017/2018 have been set as guided by Lincolnshire County Council (LCC) with immediate effect and are as follows:-

	1 hour	2 hours	3 hours	4 hours
Typical	£17.85	£20.00	£22.15	£24.30
Large	£19.85	£24.00	£28.15	£32.30
Sports	£23.65	£31.60	£39.55	£47.50

Although the standard charges are only recommended for application to specified users it is the policy of the Governing Body to apply the same scale of charges to other users in order to foster links with the local community.

Exemptions for letting charges are made as follows:

#### Friends of Winchelsea

As the FOWs are involved in raising funds to provide supplies and services to the school it is the policy not to charge the variable amount per room to cover other costs associated with the hire for meetings or functions. The fixed amount of the letting fee will only be charged if a payment is required to cover the caretaker's extra duty payment.

#### G.R.O.W.S

As the G.R.O.W.S are involved in raising funds to provide supplies and services to the school also it is the policy not to charge the variable amount per room to cover other costs associated with the hire for meetings or functions. The fixed amount of the letting fee will only be charged if a payment is required to cover the caretaker's extra duty payment.

#### Peripatetic Services

All peripatetic music services are provided a room free of charge in order to broaden the learning horizon for the children that take up this provision. Charges made by all the peripatetic teachers are dealt with under a private agreement with the individual parents.

This policy will be reviewed following updated information from LCC or at the start of the next financial year.

Signed: \_\_\_\_\_  
Chair of Governors

Dated: \_\_\_\_\_

<b>As at 18 Sept 2017</b>	<b>AM</b>	<b>During the day- AM</b>	<b>Lunchtime</b>	<b>During the day – PM</b>	<b>Evening</b>
Monday	Clarinet/ Cornet		Piano		
Tuesday	Piano	Guitar	Piano		
Wednesday			Piano		
Thursday					
Friday					
Saturday					
Sunday					

A regular letting has just been agreed for Wednesday evenings which will start on the 11<sup>th</sup> October 2017.