

## Appendix 3

### SCALE OF CHARGES FOR LETTINGS as from 1<sup>st</sup> September 2022

Location	Timing	Cost per hour
Each Hall	Weekdays 3.30pm – 7pm	£35.00
Each Hall	Weekdays 7pm – 8pm	£50.00
Each Hall	Saturday 9am – 6pm	£60.00
Each Hall	Sunday 9am – 6pm	£60.00
Community Room	Weekdays 4pm – 7pm	£30.00
Community Room	Weekdays 7pm – 8pm	£40.00
Community Room	Saturday 9am – 6pm	£45.00
Community Room	Sunday 9am – 6pm	£45.00
MUGA	Saturday 10am – 3pm	£50.00
MUGA	Sunday 10am – 3pm	£50.00
Aero ball	Saturday 10am – 3pm	£50.00
Aero ball	Sunday 10am – 3pm	£50.00

The kitchen can also be hired **only in addition** when hiring one of the halls:  
Kitchen by special arrangement only £15.00 p.h.

### Playgrounds

- Lettings to large commercial companies e.g Film / TV Production Companies are negotiated on an individual basis and start at **£500 a day**.
- There is a **surcharge of £100 for an excess of 50 people** at each letting.
- Discounts can be negotiated for block bookings and multiple room hire.
- Community and non-charging lettings may be offered a 10% reduction in the cost per hour, to be agreed with the Head Teacher at time of booking.
- To apply or discuss any other potential options (such as classrooms or the car park), please contact the School Business Manager on 020 7722 8500.

**Public Liability Insurance**: see School Lettings Policy for details

**VAT** see School Lettings Policy for details