

Sefton Park Infant and Junior Schools Lettings Application Form

Applicants Name / Company Name	
Applicants Address	
Applicants Telephone Number	
Applicants Email Address	
If hirer an organisation, please confirm main activity	
Details of premises required (e.g. infants hall, MUGA)	
Date(s) and time(s) required	
Details of any electrical equipment to be bought on site	
Are you obtaining a license for the sale of alcohol?	
Maximum number of participants	
Age range of participants	
Number of supervising adults	
<p>Have DBS checks been undertaken on supervising adults (if applicable)?</p> <p>External providers must give written confirmation that you have complied with the requirements to undertake appropriate checks on individuals working at the school:</p> <p>KCSIE - Para 174</p> <p>Schools and colleges must obtain written notification from any agency, or third party organisation they use that the organisation has carried out the checks (in respect of the enhanced</p>	

<p>DBS certificate, written notification that confirms the certificate has been obtained by either the employment business or another such business), on an individual who will be working at the school or college that the school or college would otherwise perform.</p>	
<p>Please confirm that adequate Public Liability Insurance is in place (<i>see Terms and Conditions 2.3.1 for further details</i>)</p>	
<p>Please confirm that adequate Employers Liability Insurance is in place where applicable (<i>see Terms and Conditions 2.3.2 for further details</i>)</p>	
<p>Signed by the applicant</p> <p>Dated</p> <p>By signing this agreement you agree:</p> <p>That all information above is correct to the best of my knowledge</p> <p>That adequate and appropriate insurance cover is in place for the activity to be carried out (<i>see Terms and Conditions 2.3 for further details</i>).</p> <p>To comply with the regulations regarding the use of own electrical equipment (<i>see Terms and Conditions 2.6.j&k for further details</i>).</p> <p>To comply with the Terms and Conditions of Hire of the School Premises</p>	<p>Signed by the school</p> <p>Dated</p>