

Health & Safety

1. The hirer shall not bring on to the premises anything which may endanger the hall or its users.
2. No unauthorised heating appliances shall be used on the premises without the consent of the Management Committee.
3. The entrance lobby is to be kept clear of tables etc. at all times.
4. The emergency exit signs are illuminated when the Small Hall lights are on, therefore these lights should always be on during the hours of darkness
5. No internal decorations of combustible nature shall be erected without the consent of the Management Committee.
6. The Fire Brigade shall be called to any outbreak of fire, however slight, and details shall be given to the Booking Clerk as soon as possible and in any event at the conclusion of the hire.
7. The store cupboards which open off the main hall must be kept locked shut.
8. Any personal injury accident or "near miss" must be recorded on an accident book form, located in the kitchen. Please follow instructions with the forms, which are obtainable from the Booking Clerk.