



ALBURY COMMUNITY SPORTS HUB

TERMS OF USE

1 Code of Conduct

- 1.1 This Code of Conduct is designed to ensure that Albury Community Sports Hub (Hub) is a safe, responsible and enjoyable environment for all who make use of its facilities. The Purposes of the Hub are defined in the Constitution and underpin this Code of Conduct.
- 1.2 The Hub is a not-for-profit Charity which relies on its supporters and users to maintain its charitable Purposes for its community.
- 1.3 All who make use of the Hub in any way are expected to show respect to others by interacting politely with civility in both face-to-face and online communication. It is also expected that care will be shown for the fabric and infrastructure of the premises.
- 1.4 All who make use of the Hub in any way are expected to comply with the Law, and abuse, antisocial or illegal behaviour will not be tolerated and dealt with accordingly.
- 1.5 Health and Safety is a core principle of the Hub, reviewed and monitored by the SCIO Members, Charity Trustees and Volunteers. Users are expected to take responsibility for reporting any health and safety issues, and these will be dealt with under the Hub Health and Safety Policy.
- 1.6 Safeguarding of children, young people and vulnerable adults is an associated principle of the Hub, and all responsible for this group of people are requested to assume responsibility for them, monitoring behaviour towards them and raise any issues of concern, which will be dealt with under the Hub Safeguarding Policy.
- 1.7 Users of the Hub are asked not to bring food or alcoholic beverages for consumption on the premises, except for water and other non-alcoholic drinks. At organised events, the members of the Hub may arrange for the consumption of food in the area of the Pavilion.
- 1.8 The whole premises is a completely smoking-and-vaping-free area.

2 Membership of Albury Community Sports Hub SCIO

- 2.1 Membership of Albury Community Sports Hub SCIO is open to all aged 16+ and is free. A Register of members is kept under data protection regulations, to facilitate communication. The SCIO Constitution is available to view on the Hub Website or on the OSCR Website.
- 2.2 The structure of the SCIO is as follows:-

- SCIO Members who have the right to attend trustee meetings (including any AGM) and have powers to appoint people to serve on the Board of Charity Trustees and take decisions about changes to the Constitution.
 - Charity Trustees who hold regular Board meetings to manage the activities of the Hub, especially its financial position.
- 2.3 Interest in becoming a SCIO Member is welcome at any time, by contact with the Secretary of the Hub.

3 Terms and Conditions for Pay and Play, and Open Access

3.1 Pay and Play

- 3.1.1 The public is welcome to use tennis courts, bowling and putting greens, and petanque courts (sports facilities) during the specified season subject to entrance fees, opening hours and availability for specific sports.
- 3.1.2 Annual Pay & Play charges, season dates and opening hours will be decided by the Charity Trustees prior to the season opening and publicised on social media and the Hub Notice Board as approved by them.
- 3.1.3 Opening hours for Pay and Play are subject to weather and volunteer availability.
- 3.1.4 Public access to the sports facilities through prior booking with a volunteer on shift (eg by telephone) will be dependent on whether facilities are already booked.
- 3.1.5 Booking of tennis courts, petanque courts and bowling rinks is exclusive to the booker, whereas use of the putting green may be shared within limits at the discretion of the volunteer on duty.
- 3.1.6 Pay and Play fees include the use of equipment required.

3.2 Open Access

- 3.2.1 For open access to the sporting facilities for 12 months from the start of the season in April, an annual fee will be paid, fees to be agreed by the trustees before the opening of each new season. There are five levels of charges:-
- Adults – all adults aged 18-65 unless a Student.
 - Juniors – all children and young people aged to 17. This membership will be under adult sponsorship and/or supervision, and paid by an adult.
 - Concessions – adults aged 65+ and students with a current Student ID.
 - Family – up to 2 adults aged 18+ and any children age 17 or under, resident at the family address
 - Friends of Albury – adults aged 18+, non-playing membership allows access to the Hub for leisure (non-sporting) purposes.
- 3.2.2 Open Access user advantages:-
- access to the Hub out with public opening times via use of the gate code.
 - booking rights to tennis, bowling and petanque via ClubSpark in compliance with its terms and conditions
 - access to putting and petanque during public opening hours (out with public opening times these sports can be accessed if users have their own equipment)
 - advance notice of any relevant changes to the facilities use purchased, within reasonable circumstances (eg sudden closure due to health and safety)
- 3.2.3 Full terms of Open Access will be communicated to the fee payer on receipt of payment and are available to view on the Hub Website.

3.2.4 The Open Access application procedures can be found on the tab on the Website.

3.2.5 The Open Access fee, payable in full at the time of application, is non-refundable.

4 Hub Booking Conditions

4.1 Open Access users can book tennis courts, bowling rinks and petanque courts using the Booking tab on the Website.

4.2 Telephone booking is also available during public opening hours when a volunteer is on duty. A request for booking, left on the answerphone, is no guarantee that the booking will be made.

4.3 Tennis court booking is normally for one hour of play unless the court is free from booking by another user.

4.4 Open Access players may book tennis courts for up to two hours in the name of two fee paying users.

4.5 Block bookings of tennis courts or bowling rinks for specific purposes eg tennis matches/coaching sessions, regular bowling group users, Wellbeing Group use, may be pre-arranged with the Charity Trustees through its relevant sport coordinator.

4.6 Advance and pre-arranged bookings are for the exclusive use of the booker during the timeslot booked.

4.7 The playing facilities are not checked on a daily basis and the Hub cannot accept responsibility for deciding whether the conditions are suitable for play. Players must satisfy themselves that the facilities they intend to use are suitable for safe play.

5 General Conditions of Hub operation.

5.1 Members of the public are welcome to come and visit during public opening hours to view the facilities under volunteer supervision.

5.2 Any community activities run at the Hub are open to all, subject to the terms and conditions of the activity.

5.3 The Hub Terms of Use will apply to all Hub users.

5.4 All SCIO members, open access users, and volunteers are expected to be familiar with the Terms of Use and other Hub Policies available to view on the Website. Pay and Play users are encouraged to also access the Website.

5.5 The above Terms of Use are subject to change at any time as necessary without prior notice and will be reviewed annually by the Board.

Louise Baxter – Board of Trustees Chair

Date DRAFT 2023