

CONDITIONS

All bookings for Bispham House are accepted subject to the following conditions:

1. No booking will be deemed as confirmed until the appropriate deposit is received and receipted.
2. In the event of a booking being cancelled or in the event of non-arrival, the following scale of charges will apply,
unless the facility is re-let:
 - a. Within 6 months = Loss of deposit
 - b. Within 3 months = 50% of total
 - c. Within 1 month = full cost
3. Full payment will normally be required 1 month before commencement
4. Charges are subject to review each April and are not necessarily those that were current at the time of the booking.
5. Any damage or breakages must be reported to the Duty Warden and paid for before departure. Cleaning must be carried out in accordance with the schedules displayed in the building. If damage is not reported or the building is left in an untidy condition, we reserve the right to invoice the leader in charge for the relevant costs and to decline from further bookings.
6. Accommodation is usually available from 17:00 on day of arrival and must be vacated by 16:00 on day of departure.
7. All bookings are subject to acceptance of our published Child Protection and safety policies that are detailed below.
8. All visitors are expected to comply with the current Scout Association and site rules.

All Camping bookings are accepted subject to the following conditions:

1. No booking will be deemed as confirmed until the appropriate deposit is received.
2. Full payment will normally be required on arrival.
3. Charges are subject to review each April and are not necessarily those which were current at the time of making a booking. Please telephone to confirm current price.
4. Any damage or breakages must be reported to the Warden and paid for before departure. If damage is not reported or the site is left in an untidy condition, we reserve the right to invoice the leader-in-charge for the relevant costs and to decline further bookings. Please ask for site inspection before departure.
5. All bookings are subject to acceptance of our published Child Protection and Safety Policies which are detailed below. All visitors are expected to comply with current Scout Association and site rules.

Child Protection and Safety Statement

The Child Protection Policy of The Scout Association

It is the policy of The Scout Association to safeguard the welfare of all Members by protecting them from physical, sexual and emotional harm. Accordingly The Scout Association is committed to:

- taking into account in all its considerations and activities the interests and well-being of young people respecting the rights, wishes and feelings of the young people with whom it is working taking all reasonable practicable steps to protect them from physical, sexual and emotional abuse promoting the welfare of young people and their protection within a relationship of trust.

Responsibilities within the Child Protection Policy

All adults aged 18 or over within Scouting are responsible for the operation of the Association's Child Protection Policy.

It is the responsibility of all adults to ensure that:

- their behaviour is appropriate at all times
- they observe the rules established for the safety and security of young people
- they follow the procedures following suspicion, disclosure or allegation of child abuse
- they recognise the position of trust in which they have been placed
- in every respect, the relationships they form with the young people under their care are appropriate.

Note: the guidelines 'Young People First' set out a code of behaviour which is essential for all adults in Scouting to follow. The guidelines are available from the Scout Information Centre (tel. 0845 300 1818) or Camp Office.

The Scout Association's Safety Policy

All Scout Activity Centres and Camp Sites are obliged to follow the Association's Safety Policy; it is regularly reviewed to ensure that all young people and adults who take part in our activities do so safely and with a minimum of risk. It is the policy of The Scout Association to provide Scouting in a safe manner without risk to health, so far as is reasonably practicable.

The Association believes that this responsibility ranks equally with the other responsibilities incumbent upon those providing Scouting activities and functions.

It is the responsibility of all those involved in Scouting to seek, so far as is reasonably practicable, to ensure that:

- all activities are conducted in a safe manner without risk to the health of participants
- the provision and maintenance of equipment and buildings for Members and others is safe and without risk to health and adequate for their welfare

information, instruction, training and supervision is provided with the object of ensuring the health and safety of all those involved in Scouting activities or who may be affected by them appropriate arrangements are made to ensure safety and the absence of risks to health in connection with the use, transport, storage and handling of equipment, and substances which are inherently or potentially dangerous.

Health and Safety

The Scout Association will adhere to the following Health and Safety Policy as far as is reasonably practicable, in accordance with the 1974 Health and Safety at Work Act. This applies equally to everybody whether they be employees, contractors or visitors.

1. To provide and maintain a safe place of work without risk to health.
2. To provide systems and procedures for work that are safe and without risk to health.
3. To provide and maintain plant and equipment for work that are safe and without risk to health.
4. To make arrangements to ensure safety and the absence of risks to health in connection with the use, transport, storage and handling of articles and substances that are inherently or potentially dangerous.
5. To maintain any workplace in a safe and risk free condition and ensure that all entrances and exits from the workplace are safe and risk free.
6. To communicate to staff the Association's commitment to safety and to provide comprehensive information, instruction, training and supervision, with the object of ensuring, so far as is reasonably practicable, the health and safety at work of everyone.
7. To provide and maintain a working environment for employees, visitors and contractors which is safe and without risk to health and which is adequate as regards facilities and arrangements for their welfare at work.

Working with children and young people

All staff and volunteers are subject to The Scout Association's CE and CRB checks. All work to the Scout Association child protection guidelines and are given specific training where issues may arise during the course of instructing activities. Instructors hold appropriate Scout Association authorisations. If you wish to instruct your own session, you will be required to provide us with original documentation detailing your qualifications before your activity can take place. Leaders in charge should have a list of names and home contacts of all those in their party and are reminded that they are responsible for the supervision of members of their group at all times.

Risk Assessment

Visiting leaders are responsible for conducting their own Risk Assessments for specific tasks and activities.

Bispham Hall Scout Estate requires all visitors, whether or not they are members of the Scout Association, to conduct their activities in accordance with the Association's Child Protection and Safety Policies, and that all adults in their party are deemed suitable to work with young people by their own organisation. Any contravention of these guidelines could lead to the Scout Association initiating its reporting and referral procedures.