

SAFETY RULES FOR FENTON'S USERS

People with disabilities and children:

Hirers are responsible for ensuring that anyone working with children have the regulatory DBS certificate (formerly known as CRB certificates)

Children must be supervised at all times

Hirers must ensure that anyone with a disability in their group is made aware of the facilities available to them, including the disabled toilet

Notification of Defects:

Please call 07724518131 or email fentons@southcerney.org.uk if you notice any defect in the building and/or with the equipment / lighting etc.

Fire emergency procedures:

DO NOT BLOCK FIRE EXITS

In the event of a fire the alarm system will work automatically. Quickly and quietly ensure that all users leave the hall using appropriate exits. All users and hirers should assemble on the far side of the car park. Telephone the fire brigade and await their arrival. Do not return to hall to collect personal belongings, etc.

The Raymond Fenton Community Centre

Teal Way

South Cerney

GL7 5WL

LAT - 51.669N

LONG - 1.9278W

Exit signs:

There are five illuminated emergency exits situated at:

- * The main door
- * The hall fire exits
- * The café door
- * The meeting room door

These signs illuminate automatically if there is a power cut

Health and Safety:

The Management Committee is committed to the maintenance as a safe and accessible village amenity. Please contact the Facilities Manager with any queries

- * Anyone bringing their own equipment for use in the hall does so at their own risk.
- * Do not in any circumstances use any adhesive tape or similar products on the floor or walls.
- * Hirers using inflatable equipment such as bouncy castles etc must ensure that the supplier has full insurance cover.
- * Hirers should ensure that all those attending the booked event should respect the privacy of all neighbours of the Hall

Check list to follow when vacating Hall

Please ensure:

- * You switch off all the lights, toilet lights are automatic
- * All water taps are turned off.
- * All rubbish is put in the bins provided
- * All areas are left clean and tidy following Covid 19 T&C's
- * All equipment returned to original location
- * All doors are securely locked, including fire exits

