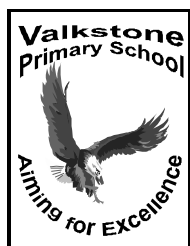


Valkstone Primary School, No. 4778



VALKSTONE STREET, EAST BENTLEIGH 3165

Telephone: 9570 3986

Facsimile: 9579 4423

Homepage: www.valkstoneps.vic.edu.au

Email: valkstone.ps@edumail.vic.gov.au

ABN: 19 780 603 196

Address correspondence to P.O. Box 101, East Bentleigh 3165

HIRE OF FACILITIES

COMMUNITY INFORMATION

Valkstone Primary School must comply with the Department of Education's policies and legal agreements for hiring, licensing and shared use of school facilities. The Department's policy can be found at <https://www.education.vic.gov.au/school/principals/spag/infrastructure/Pages/sharedfacilities.aspx>.

Valkstone Primary School has the following facilities available for hire (for one-off or very short-term use) or licence (for regular, on-going use) to the community:

- Basketball Stadium
- Multipurpose Room/OSHC Facility
- School oval
- School Library/ICT room
- Art Room

Valkstone Primary School will only consider applications for the hire or licence of the above facilities if the purpose is for educational, recreational, sporting or cultural activities for:

- students;
- the local community; or
- young persons,

and in circumstances where the facilities are not required for ordinary school purposes.

The process at Valkstone Primary School for applying to hire or licence school facilities is:

- Call the office to discuss and/or send an email with details (you will need to enter into a written agreement with the school council).

The agreement between you and the school council will require you:

- to have adequate public liability insurance (other insurance might be requested, depending on the use of the facilities);
- in most instances, to pay a hire or licence fee for the use of the facilities;
- in most instances, to pay a security deposit; and
- to be bound by the terms and conditions contained in the agreement.

Please contact the school's office on (03) 9570-3986 to discuss your requirements or to obtain further information.