All-Weather Sports Pitch
Statement of Use
July 2019

This document sets out the framework by which the school will operate the pitch. It has been agreed by the school, the PTA and the school governors and forms the basis for future operation of the all-weather pitch.

Objectives for the Heathbrook All-Weather Pitch:

1. To provide a well-maintained facility for the children from 8am to 4.30pm during term time and holidays
2. To maintain a reliable booking management system for both paying and community users of the facility outside of these hours requiring minimal school involvement
3. To ensure there is sufficient income from hiring out the pitch to service all ongoing maintenance costs and renewal of the pitch (ie. make the facility self-sufficient) through retaining a sink fund
4. To support and encourage local community sports groups, or local young people to use the facility, taking into account their ability to pay.

It is expected that the bulk of monies raised will support maintenance and any future pitch replacement. However should any surplus income be generated it will be used for school purposes (educational, artistic, sporting). Funds will be allocated at the discretion of the school.

It should be noted that a large part of the funding came in the form of Sport England and London Marathon Charitable Trust grants which were specifically tied to maximising local community use.

Heathbrook School Pitch Management Committee:

- The Heathbrook School Pitch Management Committee ('Committee') includes a representative of the parents, the teachers and the School Governors
- The Committee will run the pitch in accordance with these guidelines and will suggest changes if necessary (to be approved by School Governors)
- The Committee will oversee the appointment and performance of the pitch operator
- The Committee will maintain a list of approved community sports groups who have approval to book at reduced rates
Pitch Operation:

- The school has full control of the pitch during term time until 4.30pm each week day.
- The school has delegated responsibility to a pitch operator to maintain a booking and management facility at all other times.
- The operator will run commercial sporting leagues between 6.30 and 9pm Monday to Thursday year-round.
- Outside of school and league hours the pitch will be open for outside hire from 4.30 to 6.30pm Monday to Thursday, from 4.30pm till 9pm on Fridays and during the weekend from 9am to 5pm.
- Outside of school hours the school may book for free via the operator’s booking system (nb. see ‘fair use’ point below).
- A maximum of four hours use per week will be available for booking by approved community groups at a reduced rate.
- Heath Road Residents are allocated a further two days per year for free use of the pitch at weekends or holidays.

Heathbrook School Responsibilities:

- The school is responsible for maintaining the quality of the surface and general upkeep.
- The school is responsible for provision of facilities such as goals and other equipment.
- The school is responsible for the upkeep and cleanliness of changing/toilet facilities.
- The school is responsible for leaving the pitch area clear at 4.30 during the week.
- The school is responsible for responding to complaints from local people, if these occur.
- The school is responsible for updating the entrance code on a termly basis and informing the operator of the new code.
- The school is responsible for the pitch lights dimming and switching off completely between 9pm and 9.10pm.
- The school is responsible for providing the operator with the combination for the interior locks on the pitch facility.
- The school is responsible for notifying the operator with at least ninety days’ notice for holiday bookings.
- The school will abide by a ‘fair use’ of the operators booking system and the operator has a right to levy a booking fee if contact with the school becomes too frequent.

Operator Responsibilities:

- The operator is responsible for booking and managing the facility at any time outside of school operational hours.
- The operator is responsible for booking and managing the facility during the day during school holidays.
- The operator will run adult sporting leagues between 6.30pm and 9pm Monday to Thursdays.
- The operator is responsible for the behaviour of the league participants and external groups hiring the facility.
- The operator is responsible for leaving the pitch clean and tidy at 9pm each night
- The operator is responsible for maximising sporting use during operational hours
- The operator is responsible for ensuring that participants are requested not to park on the Heath Road Estate
- The operator is responsible for provision of codes/maps/instructions to all bookers of the facility
- The operator is responsible for any questions around hiring or entrance or any other queries outside of school management times
- The operator must obtain prior approval from the school to make school holiday bookings more than 90 days prior to the start of those holidays.

Community and School Usage:

- Approvals for use by community groups to be based on school values
- Priority to be given to children’s groups who provide sport at reduced rates or adults with a particular need (ie. disability or similar)
- Priority also to be given to any group from the Heath Road Estate
- Priority to be given to school sports groups who wish to use the pitch on a non-commercial basis
- Minimum four hours per week to be set aside for ‘community use’ at a reduced rate of £20 per hour or free if there is a good reason for this
- Heath Road Residents to be given free use for at least two days per year should they choose to take it up (in addition to the two hours per week community use)
- The school may book as much time in the holidays as it needs but must do so with ninety days’ notice after which the operator will start taking other bookings
- School or community use will not be allowed during the league operational hours or to interfere with a long term booking arrangement
- A maximum of five ‘community groups’ to have access to ‘community use’ discount rates at any one time as decided by the Committee.