



The Princess Royal Sports Complex

Astroturf Pitch Users Guide

This Users Guide is compiled in conjunction with the Wellington School (Somerset) Trading Company Limited Terms and Conditions.

You must read the Safeguarding Instructions attached or on our website.

Access to Facilities and Parking

The Astroturf Pitch can be accessed via the side gate off Bulford.

There is usually plenty of parking adjacent to the Astroturf Pitch. Drivers should ensure that they drive carefully through the Wellington School site and keep to the site speed limit of 5 mph. Particular care should be taken as we do have boarding students on site throughout the year and there is a public footpath, which crosses the road between the Astroturf and the swimming pool building.

The Astroturf will be unlocked by a staff member from the Princess Royal Sports Complex. If the Pitch is locked on arrival, the Hirer should contact the Sports Complex reception on (01823) 668718. No participants should enter the Pitch before the Hirer has arrived.

Changing and toilet facilities are available at the Princess Royal Sports Complex. Additional facilities near to the Pitch may be made available for full-day or weekend events, please discuss with the Sports Complex Reception in advance.

Health and Safety

Chewing gum, food or drink (except water) must not be taken or consumed inside the perimeter fence of the Pitch and glass containers of any description are prohibited on and around the Sports facilities for safety reasons.

All litter is to be placed in the bins provided or removed if sufficient bin space is not available.

Bicycles and scooters must not be used on the Pitch.

We want to keep you safe and any of the following should be reported to the Sports Complex Reception on 01823 668718 as soon as possible:

- Any accident or incident within Wellington School and an Accident Form may be required
- Any damage or equipment faults within the Pitch or anywhere on Wellington School campus
- Any trespassers in or around the Pitch during a booking.

In the event of bad weather or a maintenance issue that could make the campus or Pitch unsafe, we will notify the Hirer as soon as possible. Please ensure that this information is then passed on to the Users to ensure the safety of all. We will not make a charge for any session cancelled by the School under these circumstances.

No dogs (except guide dogs) or animals are allowed on the Wellington School campus.

Equipment

Football goals are provided on the Pitch. If these goals need to be moved, they must be moved by trained staff only. No goals are to be used unless they are properly chained to the side fences. Under no circumstances should the hockey goals be used for football matches or practice.

Any kit left either by arrangement, during a session or accident will be at your own risk. Please encourage users not to leave valuables unattended.

Hirers should ensure that all participants use the correct footwear at all times on the Pitch. Therefore:

- Appropriate trainers or astro boots should be worn and free of mud
- Football boots, studs, moulded studs, spikes or blades are not allowed.

The Floodlights should be used after dusk and in poor light conditions, they switch off automatically at 9.30pm. The cost of floodlights when needed will be passed on to the Hirer.

Good Conduct

Please ensure you provide adequate supervision of activities and ensure good conduct of users whilst on the Pitch and when entering and departing the School Grounds.

Any abuse of the Terms and Conditions will be dealt with by a Sports Complex Manager.

Any persons caught using a Pitch when not booked in and/or not waiting for the gates to be opened will be removed from the facility and banned from future usage.

Advertising and Promotion

No advertising should be displayed in or around the Pitch or within the grounds of Wellington School unless authorised in writing. If you have advertising flyers or promotion ideas please speak to the Sports Complex Reception.

In the first instance please contact the Sports Complex Reception for any issues:

Princess Royal Sports Complex
Wellington School
South Street
Wellington
Somerset
TA21 8NT

Tel: 01823 668 718
Email: prsc@wellington-school.org.uk
Website: www.wellington-school.org.uk/prsc

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