

DISCLAIMER NOTICE

The SPACE Centre performs regular risk assessments and takes steps to ensure the safety of the centre's staff, users and visitors and the legality of its operations. However the centre cannot be held responsible for the activities within the building or grounds. Therefore hirers are required to make their own individual risk assessments and to take any consequential actions as necessary. Any activity or equipment is used at the carer's discretion.

For specific use of the equipment and slide in SPACE – please see separate Health & Safety policy

Please note the following points:

Insurance – The centre has public liability insurance, but hirers are urged to ensure that they have suitable and sufficient insurance to cover participants in their activities and also damage to the centre caused by those activities.

Use of Car Park – Hirers should ensure that users of the car park do so safely. Children and adults with disabilities should be accompanied at all times. Special care should be taken in icy or snowy conditions.

Damage to vehicles in the car park – Use of the car park is entirely at the risk of vehicle owners in respect of loss, theft from, or damage to their vehicles.

Use of Outdoors and garden area – The gardens are not currently enclosed and as such are not totally secure so children & clients must be supervised at all times. Hirers should be aware that asphalt, concrete, concrete slabs and grass can be slippery when wet and that encounters with hedges and some plants can cause scratches and bruising. Special care should be taken in icy & snowy conditions.

Moving and Handling Policy – Carers attending SPACE should be trained to move and handle their own clients prior to their visit. Carers should not use the SPACE Centre's hoists unless they have been shown how to do so by a SPACE Centre member of staff or they use the identical hoist in their own environment. Clients should bring their own slings which have been approved for their use. If carers wish to use a sling belonging to SPACE then they must sign that they do so at their own risk.

Movement of Chairs, table, Materials & Equipment – Care should be taken and only appropriate lifting techniques should be used. It is the hirer's responsibility to ensure that they are trained and competent when undertaking manual handling within the centre and grounds.

Trailing cables – Many activities require the use of electrical equipment which can result in trailing cables across the floor. Within the Multi Sensory room this is minimised, but carers should take care to ensure that this does not become a hazard for their users.. Elsewhere in the centre proper cable protectors should be used and/or cables taped to the floor to prevent trip hazards. Where possible the use of trailing cables should be avoided completely.

PAT Testing of Electrical equipment – All equipment provided by the centre is regularly PAT tested for electrical safety. Hirers should not bring any electrical equipment into the centre that has not been PAT tested and approved by the Manager.

Kitchen Equipment and use – The kitchen area is designed for limited culinary use and should not be used for any other purposes. Hirers using the microwave should do so at their own risk and ensure that liquids/foods are not overheated. Please also note that water from the hot tap may scold users.

Access to restricted areas – Should hirers require access to restricted areas of the building they should contact the centre manager to discuss this further.

Use of Flammable materials inside the centre – In general only non flammable materials (eg water based paints) should be used or stored within the centre.

Use of Pyrotechnic devices – These are not approved for use within the centre at any time.

NOTE:

By ticking the terms and conditions on the on-line booking form, you have agreed to the above policy.