

St. Vincent's Catholic Primary School - Facilities for Hire.

St Vincent's School is set in the beautiful surroundings of Mill Hill Village (NW7 1EJ), served by the 221 bus (Edgware to Golders Green) and a short bus journey to Mill Hill East (Northern Line) tube station.

We have some attractive facilities to hire at competitive prices, ideal for birthday parties, special gatherings, club meetings and regular events.

In addition to classrooms, the school as a spacious hall and an expansive outside field, in beautiful surroundings.

## The Hall





With integrated tables and seating for children's events and additional tables and chairs for adults.

# The Grounds.



For more information or to arrange a viewing please email office@stvincents.barnet.sch.uk.

#### **Hire Charges**

The charge for hire is £48 per hour.

There is an additional cost of £30 for opening and closing the school, for hiring outside of school hours.

### Deposit

For one-off hires, a cash deposit for £100 is required 14 days prior to the hire date.

#### Payment

Payments to be made by bank transfer to - Acc. name 'St. Vincent's School', Sort code 60-23-36 Acc. No. 82624674. Payment to be received 14 days before the hire date.

#### Insurance

Hirers must be covered for a minimum of £5m public liability and accidental damage insurance. The School can provide cover via the London Borough of Barnet but this will be at an additional cost of 10% of the total hiring fee.

#### Cancellation

If the Hirer cancels the hire agreement with less than 14 days' notice, then an administration charge of £25 will be applied.

### **Terms & Conditions for hirers**

Our Terms & Conditions for hiring school facilities are provided before hiring. It is important that you read and understand them before hire, so that you comply with all requirements. Once the booking is confirmed and payment received, you will receive further details, including the opening and closing process on the day.