



Kennington Park Community Centre, 8 Harleyford Street, SE11 5SY

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Hiring KPCC Oval for parties and socials - spring/summer 2022

We want to ensure that you, your family, friends and guests have a good time when you hire our Centre for a party or social event. Covid is still circulating in Lambeth and we don't want any of you falling sick so we are doing everything we can to keep everyone safe and the premises Covid-secure.

This Guide should be read alongside the Centre's Conditions of Hire.

The Covid-safety bit



The following conditions will apply to all parties or social events until further notice.

1. Parties or social events may only take place on Saturday and must finish no later than 9pm.
2. Additional time will be allowed of up to 30 minutes before, and up to 30 minutes after, for preparation and clearing/cleaning up.
3. The capacity of the Main Hall is restricted to a maximum of 60 people, and a further 30 may be accommodated separately in the outside courtyard. If the Community Room is also booked for additional space its capacity is no more than 10 people.
4. Everyone should wash or sanitise their hands on entering and leaving the premises.
5. Hirers are responsible for ensuring windows and doors (including external exit doors) are kept open as much as possible to aid ventilation; and for ensuring all external exit doors are firmly closed before departure.

6. Hirers are responsible for leaving the venue (including toilets and kitchen) clean and tidy. This includes wiping down and safely stacking all chairs and tables, and wiping down all surfaces and equipment etc before and after use.
7. No alcohol is permitted on the premises or in the courtyard at any time.
8. We encourage party organisers and their guests to take a lateral flow test before coming to the Centre, and to let us know if anyone gets Covid after visiting the Centre.



Some of your questions answered

There is no parking on the Estate.

One of our volunteers or staff will open and close the venue. They will explain how everything works, and give you a contact number in case of problems. Let us know in advance what time you want to access the venue. We work on the basis of 30 minutes before your booked time. If you want longer to decorate/get organised, please take that into account when you book.

Do not use Sellotape or Blutac on the walls (white Blutac is okay) and do not put stuff on the window blinds. It must all be removed when you leave.

There is a cooker, fridge/freezer, microwave and hot water urn. There is also crockery etc. Please wash up afterwards and take all rubbish out to the large bins on the Estate.

There are 21 tables of various sizes and over 100 chairs.

There is a PA system for iPods or speeches, and a projector/TV for slide shows or presentations. Make sure to book them in advance. There may be a charge of £25. You will be responsible for any damage.

You may have a small bouncy castle in the Hall but not outside. You need our written permission in advance. We will want details of the company providing the castle, evidence of adequate public liability insurance and the ability to correctly supervise usage. We can provide details of a local company which meets our requirements. There is an additional charge of £25 for the erection of inflatables in the Hall.

Discounts are only available to Kennington Park Estate residents. The booking must be in the name of the resident, who will be responsible for payment and meeting all our conditions. They must be present at all times during the function. Proof of residency may be required.

As long as everything is fine, your deposit will be refunded on Monday.

Non-compliance with any of KPCC's health and safety requirements will result in the loss of all or part of your deposit and a ban on any future bookings. You will also be charged for the cost of any additional cleaning required as a result of your use of the Centre.

Got more questions? Go to <http://kpccoal.org/faq/>

