

1. Introduction
 - 1.1. These terms & conditions form the basis of the Agreement for the booking of the Robin Hood Activity Centre, its facilities & activities, between Mansfield & District Scout Council ('Us' / 'We'), & the hirer ('You');
2. Booking Policy
 - 2.1. Provisional bookings will be held for a period of 14 days following quotation thereafter We reserve the right to release your booking.
 - 2.2. Confirmation of booking will be on receipt of the relevant non-refundable deposit(s) & the booking form.
 - 2.3. Prices will be calculated at the rates in force at the time of booking. If it is necessary to change the booked prices We will give you 14 days' notice in writing, at which point you will be able to cancel without charge.
 - 2.4. Unless specifically agreed by Us, & subject to any additional charges, a weekend booking allows entry from 4.00pm Friday & departure by 4.00pm Sunday
3. Payment Schedule
 - 3.1. A Final Invoice for the booking will be issued three weeks prior to your booking date, based upon the final numbers You have advised.
 - 3.2. Final Invoice payments are due no less than 14 days prior to your booking date. Non-payment may result in Your group being declined access to the site or any activity booked with no refund of any previous payments made.
4. Cancellation
 - 4.1. You are entitled to cancel the booking in total or in part subject to You providing Us with written notice & paying the following charges;
 - More than 8 weeks prior to start date — Deposit Paid
 - Between 4 to 8 weeks prior to start date — 50% of total fee
 - Less than 4 weeks prior to start date — total fee will be charged
 - 4.2. We reserve the right to cancel, alter, or delay any camp, course, accommodation or activity where forced to do so by circumstances beyond Our control, such as serious illness, severe weather or any other circumstances which would subject Us or any of Our staff or volunteers or any of the participants to danger.
5. Buildings, Camp Sites & Equipment
 - 5.1. All buildings, sites & equipment are checked prior to Your arrival. Please notify Us at the earliest opportunity if You find anything dirty, damaged or missing to ensure You are not charged for the repair or replacement.
 - 5.2. Whilst We endeavour to allocate groups to the campsite they have requested we reserve the right to offer an alternative site if conditions so indicate.
 - 5.3. In the event of any damage to the site, buildings or equipment provided to You as part of Your booking, however caused, must be reported to the Duty Warden. Damage judged by the Duty Warden as not of a minor nature will result in the cost of repair being invoiced to You. We reserve the right at Our discretion to charge the full cost of repair, or replacement if beyond economic repair. An additional invoice will be issued to cover the cost of the repair or replacement to the maximum value of £350 which will be due payment by return.
 - 5.4. Buildings & the site toilet facilities must be kept in a clean & hygienic condition by You throughout the booking period. Where two or more groups are on site, the Duty Warden will agree a suitable rota for cleaning.
6. Noise
 - 6.1. Whilst the site is in open countryside, there are neighbouring residential properties & consideration should be given to any noise from activities or events within the site boundary & how this will transfer to other properties.
 - 6.2. Please observe a noise curfew on the site between 11.00pm & 7.00am. Within the building this is between 11.30pm & 7.00am however any music should be limited to 11.00pm
 - 6.3. External PA speakers, amplifiers or large portable music equipment is not permitted on site at any time.
 - 6.4. Radios & portable music players with external speakers are generally not encouraged, so please ensure that any radios or similar cannot be heard from any neighbouring sites & turn them down if requested to do so.
7. Licences
 - 7.1. You shall be responsible for obtaining any necessary approvals or licenses for the provision of any licenced activity in connection with the hire & will comply with all conditions attaching to such approvals or licenses. You will indemnify Us against all losses, costs, damages & expenses resulting from any failure to obtain such approvals or licenses or from any non-compliance with the same.
 - 7.2. All such licenses must be sent to Us no less than 14 days prior to any booking.
 - 7.3. No literary dramatic musical film or video work shall be performed or shown at the premises without obtaining all necessary copyright licenses & theatre film video & public entertainment licenses.
8. Your Obligations
 - 8.1. The Group Leader named on the booking form accepts responsibility for the general conduct of the Your group throughout the term of the booking.
 - 8.2. You shall take reasonable steps to minimise disturbance to other users & to the activity centre neighbours where possible.
 - 8.3. Please ensure that the language used by Your group is not foul or offensive. As well as not being appropriate to a Scout site please consider other users of the site & Our neighbours.
 - 8.4. Adults accompanying the group agree to act 'in loco parentis' at all times. We shall only provide instruction during session times & where applicable support to adults accompanying Your group outside these times.

- 8.5. Buildings, campsites & toilet blocks shall be left in a clean condition & We reserve the right to charge a cleaning fee if Your group leaves any area in an unreasonable state of cleanliness.
- 8.6. You will not leave site at the end of the booking until the building or campsite has been checked by the Duty Warden
9. Equipment
 - 9.1. Equipment supplied should only be used for the purpose for which it has been provided. Equipment within the buildings should not be removed or used outside of the main building.
 - 9.2. All kitchen appliances & surfaces must be maintained hygienically throughout the period of your booking & cleaned before leaving.
 - 9.3. Firefighting equipment must only be used for the purposes provided & only in the event of an emergency.
10. Activities
 - 10.1. Instructor Led activities should be booked a minimum of 14 days in advance of Your booking period to ensure Instructor availability.
 - 10.2. Activities booked in advance will be charged for in full if Your group fails to turn up.
 - 10.3. Anyone deemed to be under the influence of drugs or alcohol during an activity session, not cooperating with the Instructor or to be causing a dangerous situation during an activity will be asked to leave. Refusal will result in the activity session being stopped & cancelled without refund.
 - 10.4. Anyone deemed to be under the influence of drugs or alcohol & being a risk to others on site will be asked to leave the site immediately.
 - 10.5. Specific terms & conditions will apply to adventurous activities booked with external providers & are outside of this agreement.
11. Safety of Young People & all other site users
 - 11.1. All group leaders must ensure that every adult (over the age of 18) has followed the checking procedure as laid out by their organisation & has been deemed suitable to work with children. The Scout Association yellow card rules apply at all times.
 - 11.2. You are responsible for providing the first aid of Your group. We do not supply first aid kits in any of Our buildings.
12. Fires & Firewood
 - 12.1. Ground fires are not allowed under any circumstances, & please ensure you use the purpose-built concrete fire bases or altar fires
 - 12.2. Firewood is available from the wood piles. Please use it conservatively & return any unused wood to the woodpile.
 - 12.3. Standing timber must not be felled on site & chainsaws are not permitted for the use of any group.
 - 12.4. When using the campfire circle please ensure all fires are damped down & cleared as soon as is safe to do so.
13. Dogs & other animals
 - 13.1. Dogs or other animals are not allowed on site with the exception of assistance dogs or by express previous agreement.
14. Waste Disposal & Recycling
 - 14.1. Pits should not be dug on the site, all rubbish is to be disposed of in recycling or waste bins provided.
 - 14.2. Recycling on site is limited to bins designated for paper, cardboard & plastic bottles & composting for vegetable waste.
 - 14.3. All other waste must be securely tied in bags & placed in the general waste bins provided.
15. Insurance & Liability
 - 15.1. As a responsible organisation, We have legal liability insurance to cover Our potential liabilities to visitors to Our premises & participants in activities arising, in negligence. Users of Our activity centre should consider whether they wish to obtain other insurances, such as cancellation or personal accident insurance.
16. Media
 - 16.1. Any & all photographs, videos, or other recorded media may be used by Mansfield & District Scout Council for marketing purposes without any payment or compensation being offered & without any request being made to the featured parties. If any members of Your group do NOT want to appear in any such media they should notify Us prior to their visit & advise the Duty Warden upon arrival.
17. Force Majeure
 - 17.1. We shall not be liable for any delay in performing or failure to perform any obligation or alterations & cancellations due to any cause beyond Our reasonable control including strikes, lock-outs, labour disputes, act of God, war, riot, civil commotion, terrorism, malicious damage, threats to safety, compliance with any law or governmental order, rule regulation, or direction, accident, environmental contamination, pandemic, outbreak of disease, breakdown of plant or machinery, fire, flood, storm, difficulty or increased expense in obtaining workmen, materials, goods or raw materials in connection with the performance of this Agreement.
18. Complaints
 - 18.1. If you have any complaint please notify us as soon as possible in order that we can find a satisfactory solution. In the event that you are not satisfied with the solution please write to the Centre Manager within 7 days of your event.
 - 18.2. We will acknowledge receipt of the complaint within 3 working days. The response will include details of any actions We intend to take.
19. Failure to comply with the above agreement terms, aggressive or excessively noisy behaviour may result in your group being removed from the activity centre with immediate effect whatever the time of day. No refund of any fees paid will be made.