

Let's PARTY!

Terms & Conditions



mytimeactive

Terms and conditions

Please read the following terms and conditions carefully to ensure you and your child have a great party.

Charges

To confirm your booking for 10 children a non-refundable payment must be made, as well as a coaching fee if applicable. The balance of the payment must be paid in full 7 days prior to the commencement of your party.A maximum of 3 additional children can be booked ontothe party on the day, for a total maximum of 20, plus payment for any additional service required, including add on such as party bags. For exclusive parties, full payment is required on booking.

Payments can be made over the telephone by credit/debitcard or at the centre with credit/debit card or cash.

Online Bookings – Standard Soft Play party

Online bookings are avaialable for standard soft play parties only, at the dates and times displayed. For all other party types, please complete an enquiry form.

A minimum of 10 places must be booked. Additional places can be added and paid for at the time of booking confirmation.

All online booking payments are non-refundable.

A minimum of two weeks notice is required for all party bookings.

Booking confirmation

The minimum number for a party is 10 children.

The centre will provide written confirmation of the party within 10 days of an accepted booking. In the eventthat the hirer's requirements cannot be met, the centre will contact the hirer to make alternative arrangements.

Cancellation by the hirer

Cancellation or amendments must be received in writingat least 30 days in advance of the party. The hirer will then receive a full refund minus a £50.00 administrationfee. If the hirer fails to turn up and has not cancelled by the appropriate method, no refund will be made. If the party needs to be rearranged due to illness, a doctor's certificate must be provided and a £20 admin fee will be taken. The rescheduled party must take place within3 months.

Refusal of cancellation by the booking manager

The manager reserves the right to refuse an applicationor cancel or terminate any booking without giving a reason for doing so. The company will not incur any liability from such refusal, cancellation or termination.Any charge or apportioned part thereof will be refunded.

Responsibility of the hirer

The hirer shall ensure that users comply with the general regulations of the centre (which will be deemed to be incorporated in these conditions), and the hirer shall be liable to the company for breach thereof.

The hirer is responsible for the care of all the childrenpresent at the party and must ensure that all guests leave promptly at the end of the party. The hirer is notallowed to bring food other than a birthday cake.

Equipment

Any setting up/taking down of equipment must beaccommodated within the booking period.

Supply of Information

Bookers or guardians must inform the centre of any children with food allergies when booking the party or within 7 days of the party taking place. The centre
will take every reasonable precaution to ensure safetybut the hirer must sign an allergy consent form to accept responsibility for the children's welfare.

Interpretation

The term manager includes any officer of the centre authorised to perform any particular duty. The centre means the whole of the centre and any part thereof under the jurisdiction of Mytime Active. The hirer meansthe person or organisation hiring any part of the centre or the facilities.
Persons under the age of 18 will
not be accepted as a hirer.

Party procedure

Your party will be met at reception by a Mytime Activeparty host 15 minutes prior to the party start time.
The party host will take a register of all the children that are present at the party. The party host will ask the hirer to pay for any additional children or costs.
The children will complete their activity, then go to theirfood area. A time of 45 minutes is allocated for party food to be eaten. Suitable clothing and footwear should be worn. Two adults (over 18 years) must stay with
the party. Some types of party require more adults and our swimming admission policy applies at all times. We will confirm the numbers of adults required at your party at the point of booking.

Disclaimer

Health and safety

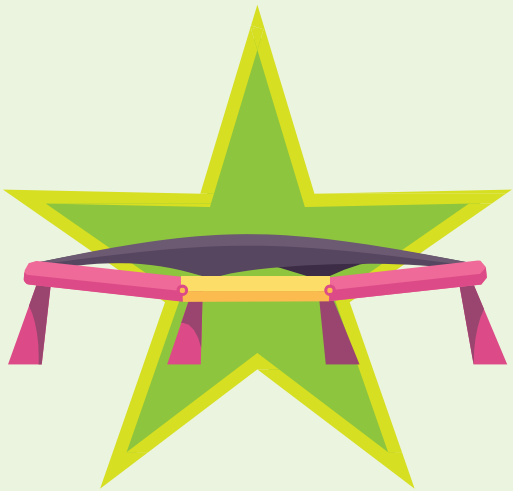
Our parties really are fun, but we do have some special rules that must be followed to ensure that everyone is safe at all times. We ask that you sign and return the rulesof play for your chosen party.



Soft Play and Bowling



Sports, Games and Dance



Trampoline



Pool and inflatables

Soft Play
Disclaimer

- Bookers and guardians are responsible for the behaviour of the children who are in their supervision. Bookers/guardians failing to supervise their children maybe asked to leave the premises.
- Shoes must not be worn in the play area.
- Socks and top garments must be worn withinthe soft play
- Food and drink is not to be consumed on the frameor in the under 3 play area. This includes sweets and chewing gum.
- All users should be discouraged from throwing ballsin the play areas
- Ensure children use the equipment safely and thatthey do not intentionally damage equipment.
- Red drop slide must be supervised by a member of staff at all times – this slide will be closed offand only opened during peak times.
- 1 child to go down a slide at any one time.
- Ensure landing area is clear before a child entersthe slide.
- Children must be in a seated position, feet first and arms crossed over chest (this is to avoid contactwith other children or an accident).
- Children must not attempt to climb the slide from the bottom.
- Children feeling sick/ill must not be allowed to usethe ball pool.
- All children must be accompanied by an adult (over the age of 16 years) with booker responsibile at all times. The ratio for this supervision is 2:1 for under 4's and 4:1 for over 4's. This adult will be responsible for supervision of their child(ren) whilst using the facility. The management requests that adults keep a close watch at all times.
- A child may not use the facility if suffering from contagious diseases or has recent injuries, any illnesses/injuries must be reported to a member of staff prior to using the facility. Children wearingplaster cast are not permitted entry.
- Ensure no personal possessions (especially badges, jewellery, watches, sharp objects) are taken into the play area. Bookers entering the frame must empty their pockets and place valuables in the lockers provided.

Thank you for your cooperation and we hopeyou have a very enjoyable party.

I have recieved a copy of this Health and Safety leaflet
I hereby confirm that I have read and understood the terms and conditions for hire and agree to be bound by them.

Signed: _____

Print name: _____

Date: _____

Games, Sports and Dance

Disclaimer

- No food or drink during the activity expect water.
- Sensible footwear to be worn.
- No sharp objects or jewellery.
- Leave all personal items with bookers and guardians.
- No liability will be accepted for any losses or damage.
- Children who wear glasses should take extra care.
- 1:10 ratio (bookers to children)
- Bookers who attend the party are asked to please be quiet whilst observing the party so the hosts can lead the children in games.
- Children who are unwell should attend
- Staff supervision is required at all times.
- No rough horse play
- Safe entry and exit is required i.e. single file.
- Maximum capacity of 30 children
- Children must listen to and follow the lead of the party hosts
- Bookers bringing their own play lists of music must ensure songs are appropriate for the age of the children and much not contain expletives.

Thank you for your cooperation and we hopeyou have a very enjoyable party.

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Signed: _____

Print name: _____

Date: _____

Trampoline
Disclaimer

To ensure the Health & Safety of participants in yourparty it is essential that you come prepared with thecorrect amount of spotters.

- The minimum number of Trampolines we are ableto use at a Trampoline Party is two.
- However we do have a third trampoline whichwe are able to use – depending on how manySpotters you are able to supply.
- Your Spotters will need to be 18yrs or over and remain at the Trampoline during the party.
- For two Trampolines you will need 4 Spotters and for three Trampolines you will need 6 Spotters.
- You will also require one or two extra adults to staywith the party to accompany any child to the toilet during the party.
- If a Spotter leaves the Trampoline it will then needto be taken out of use until the Spotter returns.
- Unfortunately if you are unable to supply the correct amount of Spotters we will be unable to run A Trampoline Party.
- The children must wear socks and long trouserson the Trampolines.

Thank you for your cooperation and we hopeyou have a very enjoyable party.

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Signed: _____

Print name: _____

Date: _____

Bowling
Disclaimer

- Bookers and guardians are responsible for the behaviour of the children that are in their supervision. Bookers/guardians failing to supervise their children may be asked to leave the premises.
- All children must wearing bowling shoes
- Adults must be issued with bowling shoes if going on to approach area .
- Wet/damaged shoes must be changed immediately.
- Children must check with the party host that they have the correct weight bowling ball.
- The foul line must not be crossed.
- Lane bumpers must not be touched. Assistance should be called if required.
- Only one person can be on the approach at any one time.
- Hands must not be place anywhere near the ball return.
- Nobody is to sit on the ball return.
- If any bowling balls should stop part way down the lane they should notify a member of staff – they should not attempt to retrieve them themselves.
- Ensure children use the equipment safely and that they do not intentionally damage equipment.
- All children must be accompanied by an adult (over the age of 16 years) with bookeral responsibility at all times. The ratio for this supervision is 2:1 for under 4's and 4:1 for over 4's.
  This adult will be responsible for supervision of their child(ren) whilst using the facility,
  the management request that adults keep a close watch at all times.
- A child may not use the facility if suffering from contagious diseases or has recent injuries;
  any illness/injuries must be reported to a member of staff prior to using facility.
  Children wearing plaster cast are not permitted to bowl.
- No food or drink is to be taken near the approach area.

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I hereby confirm that I have read and understood the terms and conditions for hire and agree to be bound by them.

Signed: _____

Print name: _____

Date: _____

Pool and inflatables

Disclaimer

- All leisure centre rules for the pool apply including no diving, no running and behaving sensibly in the water.
- Children should be 8 years old for pool parties
- Swimming under the inflatable is not permitted.
- Wait for the lifeguard to tell you when it is safe to goin the inflatable.
- Diving or jumping off the inflatable is not permitted.
- Once you have fallen off the inflatable swim awayand do not attempt to climb back on.
- Fighting, wrestling or pushing is not permittedon the inflatable.
- Feet first entry only in to the water is permitted down the slide.
- No non swimmers or swimmers with arm bandsor floats allowed on to the inflatable.
- All jewellery, spectacles and contact lenses must be removed.
- No sharp objects are permitted on the inflatable.
- Users must be swim tested before being permittedon to the inflatable.
- Wrist bands will be issued for the inflatable sessionand must be worn.
- Hanging off the ropes or the inflatable is not permitted.
- During the inflatable session those under 8 years old must be accompanied by an adult (over 16 years) in the water on a 1:1 basis.
- The responsible person will maintain constant watch over the child for whom they are responsible and willbe in close contact with their child at all times.
- Failure to listen to the lifeguards will result in removalfrom the inflatable session.

Thank you for your cooperation and we hope you havea very enjoyable party.

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I hereby confirm that I have read and understood the terms and conditions for hire and agree to be bound by them.

Signed: _____

Print name: _____

Date: _____

LET'S PARTY!

Allergy consent form

As you have requested food to be served to _____

who has an allergy to _____

Please sign below accepting responsibility for his/her welfare.

Kind Regards, Party

co-ordinator



Signed: _____

Print name: _____

Date: _____



Party Booking Form

Date of party: _____

Time of Party: _____

Type of party: _____

Member status: Registered ☐ Subscribed ☐

Name of Parent: _____

Contact Tele: _____

Email Address: _____

Name of Child: _____

Date of Birth: _____

Address: _____

Postcode: _____

No. of Guests: _____

Age Range: _____

Add ons: _____

_____

_____

_____

Extra information: _____

_____

_____

_____

SEND/Allergy info: _____

_____

_____

_____

TOTAL PRICE _____

DEPOSIT VALUE _____

AMOUNT DUE _____

DUE DATE _____

PAID IN FULL _____

Please Sign Details Are Correct & Terms & Conditions Have Been Read.

Signed: _____

Print name: _____

Date: _____

Soft Play use

Party booked on Gladstone _____

Hosts booked _____

