



Whaplode (Church of England) Primary School
Mill Lane, Whaplode, Spalding, Lincolnshire
PE12 6TS

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Head Teacher: Mrs A Flack



LETTINGS POLICY

The Lettings Policy of Whaplode Church of England Primary School is as follows:

- Whaplode School Governing Body will consider applications on the strengths of each request, following Local Education Authority guidelines, so that at least the full cost of Letting is covered by the Letting Fee.
- The required legal responsibilities for all outside bodies are to be met before any lettings take place. These will be the responsibility of the outside body.
- The Governors will exercise the right to charge less than the full letting fee when appropriate.
- Some “Free Lettings” will be granted to School Fund- Raising Organisation with the proviso that the premises are cleaned after use.
- Local community organisations will take preference over others.

Date of review	Reviewed by	Changes made
June 2011	Finance Committee	Paragraph 3 inserted
June 2013	Finance Committee	Reviewed – no change
March 2015	Resources Committee	Reviewed – no change