

Warradale Urban Camp School
370 Morphett Road, Warradale

Tel: (08) 8296 2678 Email: wucs.urbancamp278@schools.sa.edu.au

Conditions of Hire

While staying at Warradale Urban Camp School you are required to maintain all areas in a neat and tidy manner. Cleaners are onsite each week day to clean bathroom areas.

Leaders must ensure that:

- Food should not be taken into dormitories
- Chewing Gum, Alcoholic beverages & smoking are not allowed on the campsite.
- Deodorant spray cans are NOT used in dormitories as this may activate the fire alarm.
- Kitchen Exhaust fans must be turned on when toasters & stove/oven are being used.
- Sick campers are not left alone at the camp school.

PLEASE ENSURE WHEN LEAVING THE CAMP EACH DAY:

- All lights, air conditioners and electrical equipment are turned off. Failure to do this could incur a fee of \$30 added to the final payment.
- All Windows & Blinds are closed.
- If you use the stove/oven ensure it is turned off.
- Check Dishwasher water has been drained.
- Security System is activated upon departure.

AT THE CONCLUSION OF THE CAMP:

- Lights, air conditioners, fans, toasters, and urns except fridges & freezers are switched off.
- No dishes left in the Dishwasher; water from the dishwasher drained.
- Rubbish bins in kitchen, dormitories and bathrooms are emptied.
All rubbish needs to be put into waste skip (located in the camp car park with Red lid).
- No food left in the fridge if self-catered.
- Barbecue plate and insert tray (if used) are thoroughly cleaned.
- Dormitories, Dining area, Kitchen, laundry and toilet/shower are tidied and checked.
- Vinyl floors swept (passage areas, kitchen and dining floors) - no need to mop
- Carpet areas left clean (remove all rubbish & vacuum if required - Vacuum is in Laundry).
- All tables are wiped clean and returned to original positions & all chairs are stacked.
- Brooms & Vacuum returned to the laundry cupboard.
- Mattress in each bunk bed is placed properly. (mattresses should not be shifted from one bunk to another)
- Used blankets are neatly folded and returned to cupboards.
- Damages/breakages are reported in the feedback sheet
- **Complete the Feedback sheet and leave on-site.**
- **Security alarm is turned on before departure.**

Return keys to Key Safe by front door on departure.

All Campers need to bring a covering to place over mattresses (eg fitted or flat sheet), plus sleeping bag or quilt, pillow and personal toilet items.

Groups must bring their own First Aid Kits.

For hygiene reasons the dishwasher must be used to clean and sanitise dishes. We do not supply tea towels. Washing machine & Dryer is available, but washing powder is not supplied.

Child Protection Requirements

It is a requirement that all persons using / hiring the facility have a current WWCC/Police Clearance when supervising students up to the age of 18. When booking please enter YES in Police Clearance box to confirm that all supervising adults attending the Camp Site have a current Police Clearance.

Fire Regulations

Fire Safety Regulations require that everyone should be aware of Evacuation & Invacuation procedures during your stay. Campers should be given instructions early in your stay to ensure familiarity with emergency exits, location of firefighting equipment and with Evacuation & Invacuation procedures. Evacuation & Invacuation procedures will be emailed when bookings are confirmed, and copies are displayed on site.

Security & Smoke Alarm

Leaders are advised to turn the alarm on whenever they leave the camp school. For problems with the security alarm contact Warradale Primary School 8296 2678 or Police Security Services on 8116 9230. If outside school hours the after-hours maintenance contact can help.

The security alarm incorporates a fire alarm that is being monitored 24 hours by Police Security Services and it is directly connected to Metropolitan Fire Services. If the smoke alarm is activated the Fire Brigade will attend automatically. If it is a false alarm immediately phone Police Security on 8116 9230. **If the Fire Brigade comes to the site responding to the fire alarm and it is due to the negligence of the hirer, then the hirer will be responsible for the related costs.**

Damage & Cleaning Fees

Any damage/breakages should be reported to the camp school office as soon as possible and noted on the Feedback form. Damage due to negligence will result in repair costs being added to accommodation charges.

Camp schools are cleaned as soon as groups leave and everything is checked prior to the arrival of the new group. Private contractors will be employed at the hirer's expense if the camp is not left in a satisfactory condition. A fee of up to \$200 may be charged. To avoid this and to enable us to maintain this excellent facility, a condition of hire is that you ensure the Camp School is left tidy.

Public Liability Insurance Requirements

Community Groups need to provide a copy of their current public liability insurance that will cover their stay.

Accidents

Any injury incident occurring while using the Warradale Urban Camp School facilities that result in medical treatment must as soon as practicable be reported to the Principal of Warradale Primary School via email dl.0933.info@schools.sa.edu.au Users should email including details of the date, time, place and circumstances of the injury incident and the names and addresses of any person(s) injured and the names and addresses of any person(s) witnessing the incident. Dept for Education schools should also report in IRMS using the site name/location code: Warradale Urban Camp School 7622