

Stoke Climsland Community Project (SCCP)

POLICY STATEMENTS

There is a set of policies to which all those using The Old School are expected to adhere. These are kept under review on a regular basis and copies can be obtained through the office.

When bookings are made for events a check will be made to determine which policies will be applicable for the activity involved. Where an organisation is making a booking and already has its own policy in place, these may be acceptable in place of the SCCP ones.

The following is a list of current SCCP policies, all of which were last reviewed by the Trustees in November 2019.

- Complaints
- Data Protection
- Drugs
- Equal Opportunities
- Health & Safety
- Harassment & Bullying
- Invoicing
- Safeguarding Vulnerable Adults
- Safeguarding Children

In addition there are specific requirements that apply to certain areas and services at The Old School. These include the use of the kitchen, licensing arrangements for the bar, and performance and music licenses. Users' attention will be drawn to these where they are relevant.