

**Walhampton school****Conditions offered by applicant on the application form**

Films will take place at no more than 5 functions per year

Live music and/or recorded music after 23:00hrs (indoors) will take place on no more than 10 occasions per year

Late night refreshment (hot food or drink after 23:00hrs) will take place on no more than 2 occasions per year

Private/wedding reception functions (invitation only) will take place on no more than 5 occasions per year

Daytime events-outdoors (fairs, food festivals, auto shows etc) will take place on no more than 5 occasions per year

Licensable activities (live/recorded music/sale of alcohol) will finish at 23:00hrs outside  
New Year's Eve activities will be extended until 01:00 on New Year's Day

The premises is closed to the public during school term time with exceptions of planned events.

The premises has partial CCTV coverage operating outside, and gates are closed/locked at 21:00 every evening.

On-site staff are trained to be vigilant regarding suspicious behaviour.

Whenever possible, toughened glass or high quality imitation plastics are used for drinking vessels.

Age verification will be carried out when alcohol consumption is present.

Risk assessments are carried out for all events and management will ensure that all safety checks are undertaken.

Adequate employers and public liability insurance will be in place.

Sufficient lighting internally and externally will be provided to meet health & safety requirements.

Guests will be notified that our premises is a smoke-free and nut-free zone.

NFDC guidelines for noise will be followed so as not to disturb neighbours and/or wildlife.

After 23:00 hours all outdoor music/activity will finish.

Outdoor event guests will be asked to depart by 23:00 hours with expectation of actual departure being no later than 23:15 hours.

On rare occasions of indoor events extending into the evening beyond 23:00 hours, all activities will finish by 24:00 hours.

Indoor event guests will be asked to depart by 24:00 hours with expectation of actual departure being no later than 00:15 hours.

Regular sounds checks will be carried out whilst regulated entertainment is taking place and recorded in a log book in case of local authority requests post event.

Speaker placement will be at a downward pointing direction and away from neighbours.

Management will ensure entertainers are aware of noise restrictions prior to event start.

Additionally, notices will be posted/hand delivered to our nearest neighbours including but not limited to businesses and residences along Main Road/B3054, Monument Lane, and Snooks Lane.

Proof of age will be requested if our servers are in any doubt as to the age of the potential consumer. This will be included as part of the internal risk assessment.

All staff and residents on site are safeguarding-trained and thus every event held will have built-in safeguarding mandatory reporters on-hand.

#### **Police conditions requested and agreed by the applicant**

Event staff will be trained regarding appropriate precautions to prevent the sale of alcohol to persons under the age of 18, proxy sales, the signs and symptoms of drunk persons and the refusal of sale due to intoxication.

Records will be kept of such training which must be signed and dated by the member of event staff who has received that training. All event staff will receive refresher training every twelve months as a minimum and records are to be kept of this refresher training which will be signed and dated by the member of staff who received that training.

In parallel with their training, a written test related to the training given will be conducted before the staff member is permitted to sell or authorise the sale of alcohol.

The test will consist of a minimum of 20 questions of which the pass rate is 70%. Anyone who fails to reach the prescribed pass rate will be retrained and re-tested. Anyone not attaining the pass rate will not be permitted to sell or authorise the sale of alcohol until the pass rate is attained. There will be a minimum of two sets of questions to be used in the training which will be rotated upon each subsequent twelve month training session.

All training records will be made immediately available for inspection by Hampshire Constabulary and any responsible Authority upon request."

#### **Conditions required by Environmental Health Officer and agreed by the applicant**

All external doors and windows shall be kept closed except for access and egress when regulated entertainment is being provided, except in the event of an emergency.

After 23:00hrs all music noise emanating from the premises shall be inaudible at the boundary of any noise sensitive premises.