



# Children's Parties

## Pool Parties

Our pool parties are held on Sundays at 11:30am-1.30pm. The 2-hour session consists of 1 hour in the pool and 1 hour in the party room.

Pool Party Information:

- Floats. Toys and balls are in the pool for children to play with.
- Party host to provide food and drinks for the duration of the party. More info below.
- Lifeguards are on duty but weak or swimmers not confident in water must be accompanied by an adult in the water.
- Cost £230.00 (Maximum 20 children)

Our party room is equipped with a Bluetooth speaker, disco light, microwave, kettle, fridge, small freezer and worktop area. We will set the room up in 'party' style but are happy for you to arrive and decorate the room as you wish.

We are happy for you to bring your own sandwiches/snacks or order a takeaway. If you use Capone's Pizza in Selsdon and reference 'Royal Russell Pool Party' they are usually willing to offer you a discount.

To make an enquiry or to check a date for availability, please contact [lloyde@royalrussell.co.uk](mailto:lloyde@royalrussell.co.uk)

## Sports Hall Parties

Our Sports Hall parties are held on Saturday or Sunday from 12:00 – 14:00 or 15:00 – 17:00. The 2-hour session can be used at your own discretion.

Sports Hall Party Information:

- ✓ Upper sports hall – 30m by 15m
- ✓ Tables and Chairs ready to be put out and used when convenient.
- ✓ Party host to provide food and drinks for the duration of the party.
- ✓ Cost £100 + VAT
- ✓ Basketball hoops available
- ✓ If entertainer is being employed, please provide contact details.
- ✓ Party organiser should ensure that if a host or entertainer with an enhanced DBS (KCSIE23 Legislation) is not present while attendees are on site, that there are no less than 1 Adult to 3 children attending the party.
- ✓ Space must be left as found, if cleaning is required post event there will be a £35 charge (Bin bags will be provided please fill and leave in the foyer to be collected)



We are happy for you to bring your own sandwiches/snacks or order a takeaway. (There is no access to a fridge or microwave) If you use Capone's Pizza in Selsdon and reference 'Royal Russell Pool Party' they are usually willing to offer you a discount.

To make an enquiry or to check a date for availability, please contact [lloyde@royalrussell.co.uk](mailto:lloyde@royalrussell.co.uk)

Terms & Conditions Below – we will ask you to sign terms and Conditions that will be sent out and ask that you take out a Third Party Liability Insurance to ensure you can comply with these terms. (Third Party Liability can be purchased online for a small fee)

### **Royal Russell Pool Birthday Party Hirer Information and Procedures**

- ✓ No alcohol is to be brought onto or consumed on site under any circumstances
- ✓ The party hirer and helpers can arrive up to 30 minutes before the party is due to start.
- ✓ On arrival, please drive to the main vehicle barrier and press the button for 'Swimming Pool', inform the pool staff that you are the party host, and they will allow you access to park next to the pool. If you do not get an answer, you can call the pool team on 0208 657 0150. - For sports hall party please sign in via the Pool first
- ✓ You can enter the party room via the side door round the right-hand side of the building – Sports Hall party will enter through the main door and head straight up stairs.
- ✓ The Senior Recreation Assistant on Duty will brief you on the party procedures and procedures in case of an emergency.
- ✓ You can set up the party room as required (PLEASE DO NOT ATTACH, STICK OR GLUE ANY PARTY BITS SUCH AS BALLOONS, BANNERS OR OTHER ITEMS TO THE PICTURED WALLPAPER.
- ✓ Party guests may arrive 15 minutes before the party start time – they are to park in the main car park (unless disability access required, and they can be allowed through).
- ✓ Pool session for the first hour of the party
- ✓ When the first hour has finished. Lifeguards will instruct children to exit pool to get changed. The second hour is in the party room for the food.
- ✓ At the party end time, there is 15 minutes to clean and tidy party room and we ask it is left as you found it please. We will be bin liners supplied for any rubbish.
- ✓ Guests should begin to leave at the party end time, hirers can stay to pack away, but we ask that you are off site within 20 minutes. We kindly ask that this is adhered to as our staff are on set shifts and have closing down tasks that will still need to be completed after your departure. A late fee may be applicable should the party overrun, guests not leave on time, or a cleanup was not complete.