



**Letting Agreement made on behalf of the  
Governors of Newton Solney C of E (VA) Infant School with Newton Solney Pre-School**

The Governing Body is responsible for setting charges for the letting of the school premises.  
A charge will be levied which covers the following:

- Cost of services (water, inspection of fire safety equipment, bin).
- Cost of staffing (Legionella checks).
- Cost of administration.
- Cost of 'wear and tear'.
- Cost of use of school facilities (field and hall).

Fee in lieu of use of premises, i.e a rental value.

Hours	Cost
Per session	£20

**Notes**

Pre-school take full responsibility for cleaning the unit, which will be checked 6 times a year by a school representative.

Cost for electricity ~~are is~~ not included in the above, but ~~are is~~ charged separately.

**Review**

This agreement is to be reviewed annually, or before if the number of regular weekly sessions changes.

<b><u>Document Owner:</u></b>	<b><u>Newton Solney CofE (VA) Infant School</u></b>	<b><u>Approved By:</u></b>	<b><u>Full Governing Body</u></b>
		<b><u>Minute Number:</u></b>	263
		<b><u>Next Review:</u></b>	<b><u>December 2026</u></b>
<b><u>Signed by Chair of Governors:</u></b>	<i><u>Taide Meyrick</u></i>	<b><u>Signed By Headteacher:</u></b>	<i><u>Davinia Gamble</u></i>
<b><u>Signed by Pre School Manager:</u></b>	<i>Gillian Williamson</i>		

Agreed at Governors meeting on the 8<sup>th</sup> July 2024. ~~1<sup>st</sup> December 2025.~~

~~Review December 2026~~<sub>5</sub>

Signed and dated by: