

# INSURANCE FOR HIRING SCHOOLS, COUNCIL BUILDINGS & OPEN SPACES

## Details of School/Building/Open Space

Name & Address of School/Building/Open Space : .....

2000 COMMUNITY ACTION CENTRE  
199 – 201 GROVE STREET  
DEPTFORD, LONDON SE8 3PG

Telephone Number : 020 8692 2760

Contact Name : .....Joanne OR Arezu.....

## Details of Hirer

Name of Hirer : .....

Address of Hirer : .....

.....

.....

Telephone Number : .....Email.....

Purpose of Hire : .....

Date of Hire : ..... Duration of Hire : .....

I confirm that I do not have the appropriate liability insurance cover for the event for which I am hiring the School/Council Building/Open Space and I wish to be included in the Council's insurance for the period of the hire and I agree to pay a contribution of £5.00 for this. . Please make payment by debit/credit card or cheque only, there is a 10p fee for credit card payments.

Signature of Hirer : ..... Print Name : ..... Date : .....

This Section to be completed by School or Council Officer

### Method of Payment

Please charge to Code ..... the sum of £5.00. I understand the journal will be actioned on a monthly basis, alternatively

Please find attached a cheque for £5.00 payable to the London Borough of Lewisham.

Signature of Officer: ..... Print Name : .....

Position Held : ..... Date : .....

PLEASE RETURN THIS FORM TO: Insurance & Risk Group, Rm 201 Town Hall Chambers, SE6 4RY

# LONDON BOROUGH OF LEWISHAM

## PUBLIC LIABILITY INSURANCE (£5.00)

### 6.4 Hirers' liability

- 6.4.1 At the request of the **public authority** the **insurer** will indemnify any **hirer** as an **other insured party** in respect of liability arising out of or from:
- a) personal injury to any person (other than **personal injury** to an **employee** of the hirer arising out of and in the course of employment by the **hirer**);
  - b) **damage** to the **premises** (including contents therein) hired from the **public authority**;
  - c) **damage** to any other property not belonging to the hirer nor in the care, custody or control of the **hirer** or any person in the **hirer's** service; occurring during the **period of insurance** at the **premises** hired from the **public authority** arising out of the activities of the hirer for which such **premises** were hired provided that
  - d) the **insurer** shall not be liable to pay any amount for which indemnity to the **hirer** is provided under any other insurance or in any other way;
  - e) the **insurer** shall not be liable to pay any amount in excess of a sub-limit of indemnity stated in the **schedule** in respect of any one claim against the **hirer** or series of claims against the **hirer** arising out of one occurrence;
  - f) liability for which indemnity to the principal is provided under any other insurance or in any other way is excluded;
  - g) the **retention** applicable to such indemnity is as stated in the schedule and all of this **retention** shall be a nonranking excess;
  - h) any claim for **personal injury** or **damage** arising out of the use of the **premises** for any of the following activities or purposes is excluded:
    - i) for meetings organised by political parties;
    - ii) for professional entertainment purposes;
    - iii) for commercial or **business** functions which involve bringing into the **premises** equipment which operates by means of the application of heat;
    - iv) for martial arts activities; or
    - v) for any sporting activity but only in respect of **personal injury** or **damage** suffered by one participant that was caused by another participant.
  - i) any claim for **personal injury** or **damage** arising out of the use of or caused by use of any aircraft or other aerial device or satellite or vehicle or any watercraft is excluded.