Department of Education
GOVERNMENT OF WESTERN AUSTRALIA

Shaping the future

Roebourne District High School

School Facility Hire

Date of hire:	Start Time:	Finish Time:
Contact Name:		
Company/Group name: ABN:		
Address:		
Phone:	Email:	
Event Name:		Event contact Name: Event contact #:
Event detail function:		
Expected Numbers:		

FACILITIES REQUIRED FOR HIRE – RDHS Connected Communities School HUB
Check boxes for rooms and equipment requested

ROOMS	EQUIPMENT	ADDITIONAL NOTES
Home Economics ☐	Washing Machine ☐ Dryer ☐	
Room 9 Wellbeing ☐	Desks ☐ # _____ Chairs ☐ # _____	
Room 8 Welcome ☐	Interactive Panel/Screen ☐	
Room 7 Shared ☐		
Room 6 Program ☐		
Room 5 Training ☐		

MULTIPURPOSE HALL

Gym/Hall ☐	Projector	☐	
	Microphone/Sound	☐	
	Acromat Stage	☐	
	Acromat seating	☐	
	Stacking chairs	☐	
	Basketball hoops	☐	
	Netball hoops	☐	
	Soccer Goals	☐	
	Badminton net	☐	

ROOMS AVAILABLE FOR HIRE & RATES	FEATURES
Home Economics $250 Full Day $125 Half day	8 x cooking stations including oven, microwaves, 1 x Fridge/Freezer. 2 x large, tall tables with stools Laundry – Washing Machine and Dryer
Room 9 Wellbeing $30 hourly rate	Tables, chairs, 1 x lounge Muscle mat and indigenous design floor mat
Room 8 Welcome $30 hourly rate	Kitchenette, Fridge, Lounge, table and chairs
Room 7 Shared Space $30 hourly rate	Some furniture available on request if available
Room 6 Program $30 hourly rate	Currently unavailable
Room 5 Training $30 hourly rate	Kitchenette, small fridge, tables and chairs
Multipurpose Hall $350 Full day – 8 hours $175 Half Day – 4 hours $50 hour – Hourly rate	Large Air-Conditioned Hall Population Allowed: 575 Projector, stage, sound and lighting system, seating, stackable chairs. **Courts available:** Basketball, Netball, Soccer, Badminton. *(will require own balls and bats)*
Welcome Circle – Flag Poles $100 – Cleaning of toilets and removal of rubbish bins	Grassed area with some shade from trees Amenities - Toilets
NOTE: No food or sugary drinks to be consumed in the Gym/Hall	

The hall can be accessed via the side entrance near the skate park outside of school hours. Please note that there is no access to the school site during this time.

Venue Information & Conditions

- **Parking:** Parking is available onsite
- **Smoke-Free Premises:** This is a smoke-free facility. Smoking and vaping are not permitted anywhere on the premises.
- **Wi-Fi:** No Wi-Fi is available. Please make your own arrangements for internet access if required.
- **Audio-Visual Equipment:** A projector is available. Users must supply their **own HDMI cable**.
- **Keys:** Keys are issued to the designated person in charge and always remain their responsibility. Keys must not be loaned, shared, or transferred to any other individual under any circumstances. Any loss of keys must be reported immediately. A replacement fee of $420.00 will apply.

Setup & Pack-Down

- **Setup Time:** Please allow adequate time prior to your booking for room setup and equipment testing.
- **Pack-Down:** The space must be left clean and returned to its original layout at the end of the booking.

Please note: The below certificates are required to be approved Hire of School Property
Public Liability Insurance covering the legal liability of the Licensee, its employees and agents in connection with the Approved Purpose of this licence for an amount not less than $20,000,000 for any one occurrence and unlimited in the number of occurrences happening during the period of insurance. **The insurance policy must be extended to indemnify the Minister for Education as principal to the extent of their vicarious liability arising out of the negligent acts of the or omissions of the Licensee and the Licensee's personnel in connection with the Approved Purpose of this Licence.**
Workers Compensation insurance in accordance with the provisions of the Workers Compensation and Injury Management Act 2023 (WA) (the WCIM Act). The insurance policy must include: **i. common law liability for an amount of not less than $50,000,000 for any one event in respect of workers of the Licensee; and** **ii. principal's indemnity cover (by policy extension or otherwise), covering any claims or liability that may arise under the principal's indemnity described in section 217 of the WCIM Act.**

Bookings & Enquiries

- **Booking Contact:** Suzanne Evans
- **Phone:** 08 9182 3344
- **Email:** Suzanne.Evans@education.wa.edu.au

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ROEBOURNE DISTRICT HIGH SCHOOL, FRASER STREET, ROEBOURNE WA 6718
SITE PLAN

