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## Rental of Parish Premises

### Checklist

*This checklist must be completed in full before any rental agreement of any Parish Premises comes into force. The completed checklist must be kept on file.*

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|--|--------------------------|
| <b>Details of Insurance cover have been sighted.</b>                         | <input type="checkbox"/> |
| <b>Child Protection –Code of Conduct signed – See Appendix 2</b>             | <input type="checkbox"/> |
| <b>Child Protection Policy sighted.</b>                                      | <input type="checkbox"/> |
| <b>Confirmation that Leaders have contact details of Parents / Guardians</b> | <input type="checkbox"/> |
| <b>The Club / Activity have vetted their Leaders /senior staff</b>           | <input type="checkbox"/> |
| <b>The Club / Activity is aware of Emergency procedures</b>                  | <input type="checkbox"/> |
| <b>The Club /Activity have Mobile Communications</b>                         | <input type="checkbox"/> |
| <b>The Club /Activity have access to Medical Kit</b>                         | <input type="checkbox"/> |
| <b>The Club /Activity have an Attendance / Record Incident Book</b>          | <input type="checkbox"/> |