



McKinnon Primary School

Hire and Licence of School Facilities – Community Information

McKinnon Primary School (McKPS) has the following facilities available for hire (for one-off or very short-term use) or licence (for regular, on-going use) to the community:

- Tennis courts
- Gymnasium
- Tucker Rd Oval
- Walnut St Oval
- Art Room
- Classrooms
- Learning Centre
- Multipurpose Room
- Canteen

MCKPS School Council will only consider applications for the hire or licence of the above facilities if the purpose is for educational, recreational, sporting or cultural activities for:

- students;
- the local community; or
- young persons,

and in circumstances where the facilities are not required for ordinary school purposes.

The process at McKPS for applying to hire or licence school facilities is to contact the Principal by phone 03 9578 1851 or email mckinnon.ps@education.vic.gov.au with details of your business and requirements for review. The review includes approval being sought and granted by the School Council. If successful, you will be invited to enter into a written agreement with the School Council.

The agreement between you and the School Council will require you:

- to have adequate public liability insurance (other insurance might be requested, depending on the use of the facilities);
- in most instances, to pay a hire or licence fee for the use of the facilities;
- in most instances, to pay a security deposit; and
- to be bound by the terms and conditions contained in the agreement.

Please contact the school's office by phone 03 9578 1851 or email mckinnon.ps@education.vic.gov.au to discuss your requirements or to obtain further information.