

# Aquatic Booking Form



This is an application form only. All booking applications must be submitted at least two (2) weeks prior to the requested booking date. Once your booking has been approved, a confirmation letter will be sent to your nominated email address. Please ensure you have read the Conditions of Hire and sign the declaration below.

## Contact Details

Organisation's Name: \_\_\_\_\_  
 Contact Name: \_\_\_\_\_  
 Email Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_  
 Postal Address: \_\_\_\_\_ Suburb: \_\_\_\_\_ Post Code: \_\_\_\_\_

## Payment Method

Invoice Accounts Email Address: \_\_\_\_\_  
 Pay on the day

## Booking Details

Day & Date Required: \_\_\_\_\_ Activity: \_\_\_\_\_

Number of Participants: Children: \_\_\_\_\_ Adults: \_\_\_\_\_ Spectators: \_\_\_\_\_

Pool Areas Required:

<input type="checkbox"/> Outdoor 50m Pool	Lanes: _____	Start Time: _____	End Time: _____
<input type="checkbox"/> Indoor 25m Pool	Lanes: _____	Start Time: _____	End Time: _____
<input type="checkbox"/> Wave Pool (25m)	Lanes: _____	Start Time: _____	End Time: _____
<input type="checkbox"/> Wave Beach Entry	Lanes: _____	Start Time: _____	End Time: _____
<input type="checkbox"/> Hydrotherapy Pool	Lanes: _____	Start Time: _____	End Time: _____

Additional Resources:

<input type="checkbox"/> Reserved Grassed Area (4 hours)	Start Time: _____	End Time: _____
<input type="checkbox"/> Shade Shelter Qty: _____	Start Time: _____	End Time: _____
<input type="checkbox"/> Pool Lifeguard Qty: _____	Start Time: _____	End Time: _____
<input type="checkbox"/> Training Room or Mezzanine	Start Time: _____	End Time: _____
<input type="checkbox"/> Pool Inflatable	Start Time: _____	End Time: _____
<input type="checkbox"/> Bouncy Castle	_____	_____
<input type="checkbox"/> Volleyball Net	Start Time: _____	End Time: _____

Adult Swim	\$7.90	Hydro/Spa/Sauna/Steam Room Concession	\$12.40	Group Fitness Room - per hour	\$75.00**
Child Swim	\$6.00	50m Pool - per lane, per hour	\$27.70	Pool Inflatable - per hour	\$195.00
Concession Swim	\$6.00	25m Pool - per lane, per hour	\$22.10	Bouncy Castle - per hour	\$120.00
School Booking (Term 1 & 4)	\$3.70	Wave Pool - per lane, per hour	\$22.10	Shade Shelter - per day	\$70.00
School Booking (Term 2 & 3)	\$3.00	Hydro Pool - whole pool, p/hour	\$55.00	Kickboard Hire - per session	\$2.50
Hydro/Spa/Sauna/Steam Room	\$14.70	Training Room/Mezzanine - p/hr	\$60.00**	Scuba Entry - per person	\$26.00

\*\*Hire rate listed is for Commercial Users, discounts for Community/Fundraiser groups apply

## Declaration

I agree to the conditions of hire as outlined on the reverse of this booking form. I am aware that this is an application form only and my booking has not been confirmed until I have received confirmation from Bayswater Waves.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

# Conditions of Hire

## Opening Times

The Aquatic Centre is open 5.30am – 8.20pm weekdays; 7.30am – 6.50pm weekends & public holidays. The 50m Outdoor Pool is available from October - April 5.30am to 8.00pm weekdays; 7.30am to 7.00pm weekends & Public Holidays. From May - September the 50m Outdoor Pool is available 5.30am to 7.00pm weekdays; 7.30am to 6.00pm weekends and Public Holidays.

## Hirers Responsibilities

At the end of the booking, the hirers must remove all rubbish and leave their area in a clean and tidy state. The hirer must at all times cooperate with the appointed Duty Manager and ensure that the booking is conducted in an orderly manner with a minimum of inconvenience to other patrons.

## Insurance and Qualifications

The City of Bayswater has property owner's liability insurance with the Municipal Liability Scheme. Hirers may be asked to provide a copy of their Public Liability Insurance and any relevant qualifications based on the nature of the booking. If these are not provided, management retains the right to refuse the booking.

## Working with Children Checks

In accordance with the City's Requirement to hold a Working with Children Check Policy, all organisations/individuals who hire City facilities and/or participate in City functions, events or services involving child related activities, in a paid or volunteer capacity, must comply with the Working With Children (Criminal Record Checking) Amendment Act 2022. It is the responsibility of the organisation wishing to hire a City reserve or facility to ensure that its obligations under this Act have been met. The City reserves the right to reject applications if the relevant Working With Children (WWC) Checks are not provided.

## Catering

Catering is available at the Aquatic Centre through the Bayswater Waves Cafe. Alternatively BBQs are available for use free of charge. No externally catered food can be brought into the centre e.g. Subway, McDonalds. No alcohol or glass items can be brought into the centre.

## Fees & Charges

Fees & charges are set by the City of Bayswater. Please see overleaf for relevant fees. Fees must be paid on arrival to the Centre, unless prior authority has been given in relation to invoicing.

## Applications for Hire

All applications for hiring the Aquatic Centre must be lodged in writing on the form provided at least two (2) weeks prior to the requested booking date. Once approved, confirmation of the booking will be provided in writing.

## Pool Rules

**General** – No running or diving; Swimmers must stay out of reserved lanes & areas.

**Wave Pool** – Swimmers must stay behind the red and white marker floats.

**Slide** – One person at a time; Walk up the stairs – do not run; feet first, arms across chest; no goggles to be worn or carried; Small children may be accompanied by an adult. Follow directions listed on the Slide Rules sign.

**Pool Inflatable** – The inflatable is only available if booked and is available for use by children whom can swim and are aged 6yrs and older. Follow directions from the Pool Lifeguard & those listed on Inflatable Rules sign.

**Hydrotherapy Pool** – Patrons must use the hydro pool for rehabilitation purposes only.

**General Rules** – Children under the age of 13 must be fully supervised by an adult at all times: it is a requirement that one adult supervises a maximum of 10 children. Children with weak to moderate swimming ability should be restricted to shallow water: Children must remain out of the water for a minimum of 20 minutes following a meal break. Any persons not toilet trained are required to wear an aquatic nappy.

## Supervision & Ratios

Children under 13 must be supervised by an adult at all times and 1 adult may supervise a maximum of 10 children; Children under 6 years must be within arm's reach of a parent/guardian at all times and 1 adult may supervise a maximum of 4 children. Group bookings are required to bring one adult for every 10 children. It is a requirement that one adult supervises a maximum of 10 children at all times. If this ratio is not met then the hirer will need to pay for an additional lifeguard to supervise the group. Lifeguards on duty will be at a ratio of 1 lifeguard for up to 100 swimmers as per the Royal Life Saving Society Australia "Guidelines for safe pool operation".

## Condition of Entry

All persons entering the facility are required to abide by the Bayswater Waves Conditions of Entry.

## Dive Block Conditions\*

When diving either off the edge of the pool or utilizing the dive blocks it is the hirer's responsibility to ensure that adequate dive training has been undertaken. You must provide a copy of relevant qualifications before your booking in order to dive into shallow water.

