

APPENDIX A

DRAFT Service specification proposed by The Gryphon School for public access to the Gryphon Sports Centre

Facilities:

The School intends to continue offer community access to all of the facilities which are currently open to the public. These are as follows;

- Sports Hall
- Fitness Suite
- Dance Studio
- Artificial Turf Pitch
- Netball / tennis courts
- Grass pitches
- Changing rooms (male/female)

Public access:

For the purposes of this specification, the public are defined as members of the local community or visitors (not students or school staff using the facility during the school day).

Public access with comprise a mixture of:

- self-service for the Fitness Suite
- instructor-led sessions
- block bookings

Programming:

The intention is to continue to offer the majority of activities which are currently offered, subject to the sustained popularity of each activity. There is likely to be a move towards a self-service style operation which is focused on the hiring of facilities rather than those activities which are led by employed staff. Block bookings will be favourable. A children's holiday club is likely to be provided whilst it is financially viable to do so.

Pricing:

The fees and charges as set out in the Gryphon Sports Centre service plan (April 2017 – March 2018) will form the basis of the prices charged to the public following transfer of the service to the school on 1st September. Prices will be reviewed annually but with the aim of retaining a range of affordable activities for the community.

Opening times:

The School proposes to condense the opening hours whilst being mindful that it wishes to retain as many of the regular club bookings as possible. The proposed core opening times are as follows but are subject to flexibility driven by customer demand:

	Current		Proposed	
	Term time	Holidays	Term time	Holidays
Monday	4:00pm – 10:00pm	8:30am – 10:30pm	5:00pm – 9:00pm	8:30am – 9:00pm
Tuesday	5:30pm – 10:30pm	8:30am – 10:30pm	5:00pm – 9:00pm	8:30am – 9:00pm
Wednesday	5:30pm – 10:30pm	8:30am – 10:30pm	5:00pm – 9:00pm	8:30am – 9:00pm
Thursday	5:30pm – 10:30pm	8:30am – 10:30pm	5:00pm – 9:00pm	8:30am – 9:00pm
Friday	4:00pm – 10:00pm	8:30am – 10:00pm	5:00pm – 9:00pm	8:30am – 9:00pm
Saturday	9:00am – 6:00pm	9:00am – 6:00pm	9:00am – 5:00pm	9:00am – 5:00pm
Sunday	9:00am – 10:00pm	9:00am – 10:00pm	9:00am – 1:00pm	9:00am – 1:00pm
Weekly total:	49 hrs/wk	91.5 hrs/wk	32 hrs/wk	69.5 hrs/wk

However, the evening closing times may need to vary (to a later time) in order to accommodate a pre-arranged group or club booking.

Promotion:

The School will ensure that community access to the Gryphon Sports Centre is promoted and encouraged via its website (or a website specifically for the Centre) and a range of advertising material. However, online promotion is likely to be the most cost-effective.

Service review:

The above service specification will take effect from 1st September 2017 for the duration of the joint use agreement, however the school will undertake regular reviews of the public use of the facilities to ensure the opening hours and activities best meet the level demand from the public. The district council will be informed of any significant changes to the level of service provision.

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