

Use of the Sellwood Centre

If you have booked to use the Sellwood Centre for all or part of your stay, you will be provided with a key. Please only use the Sellwood Centre during the times which you have booked. At other times, the centre may be in use by other groups.

Opening and Closing

It is a requirement of using the Sellwood Centre that the group leader accepts responsibility for the opening and closing of the premises. When opening the premises it is essential that the front and rear fire doors are unlocked, to ensure that the emergency exits will operate normally.

At the end each day, the group leader is to ensure that all external doors are closed and locked.

As part of the introduction, you will be shown the location of light switches. If the premises are to be used during the hours of darkness, it is essential that the external bollard lights are switched on. These should be switched off at the end of daily use.

It is essential that the doors and windows of the Sellwood Centre which face the Fire Pit are closed if the bonfire is in use. Smoke from the bonfire will set off the Fire Alarm. We regret that a charge may be made to your group if callout of the emergency services or contractors is necessary because of Fire Alarm activations caused by bonfire smoke.

Store Rooms

Please do not access store rooms unless you have been specifically told that you may do so.

Fire Drill

You will be advised on arrival if a Fire Alarm Drill is to take place during your time at Dalesdown. If you wish to have a Fire Drill for your group, please speak to the Duty Manager.