

## CLASSROOM RENTAL

Rooms are potentially available to rent between 10am and 5pm, Monday to Thursday.  
All bookings are made on a full or half-day basis.  
Half-day slots are generally 10am - 1.30pm and 1.30pm to 5pm, although this can be negotiated.  
We do not let rooms by the hour.

All persons using the room(s) must be over 18.

We are closed to the public during Bank Holidays and the two weeks over Christmas and New Year, so we cannot accept bookings for those times.



Room 1 (ground floor rear annex)

A bright, airy room containing study chairs with attached swivel tables, and small whiteboard.

Maximum capacity: 30

Half-day rate: £125

Full day rate: £220



Room 2 (first floor)

Front-facing and sunny, full of character with original 18th century wood panelling and fireplaces, comfortable study chairs with attached swivel tables, large whiteboard.

Maximum capacity: 25 (but a large wooden screen door does open out into two smaller adjacent rooms that would accommodate extra)

Half-day rate: £125

Full day rate: £220



Room 3 (second floor)

Front-facing sunny room (essentially the same floor space as Room 2), study chairs with attached swivel tables, large whiteboard.

Maximum capacity: 25 (unlike Room 2, there is no screen into the adjacent space, but an average-sized door)

Half-day rate: £125

Full day rate: £220

All rates cover use of the room, chairs, whiteboard and dry-wipe pens, and lavatory facilities on the ground floor and second floor mezzanine.

Any extras are extra, are charged per item per session, subject to availability, and usage should be arranged and paid for in advance where possible:

- TV, VHS-player, DVD-player - any or all at £5
- WiFi connection (strong signal in all but Room 3)
- Digital projector and screen - £5
- Laptop - £5
- Photocopier - 5p per b&w sheet; £1 per colour sheet

The following are not part of any rental agreement:

- Student library and any books
- Student computer room, including laser printer
- Student lounge, faculty lounge, or any part of the basement
- Kitchen equipment (apart from bins and recycling bag)
- Piano in Room 1

We have a strict no smoking policy, which includes not smoking in the building or the area of street surrounding it.

We try to be as environmentally friendly as possible and provide recycling bins in all classrooms, which we encourage students and tutors to use.