



Collaboration



Critical Thinking



Communication



Creativity



Preparing our students for
the world of tomorrow,
today



Motivated

Entrepreneurial
Global Citizens

Resilient



Confident



Belgian Gardens State School Hall Hire Expectations - July 2025

RESPECT FOR THE VENUE

- Leave the location as you found it. Ensure all areas used are clean and tidy.
- No tape or prolonged use of blu-tack on doors or walls.
- Return all equipment and furnishings to their original positions.

REPORTING DAMAGE

- Inspect the facility upon arrival and report any pre-existing damage immediately.
- Any damage incurred during the hire period must be reported and may incur a fee.

WASTE MANAGEMENT

- Dispose of rubbish appropriately.
- Use recycling bins where provided.
- Remove all waste from the site or dispose of it in the school waste centre as directed.
- Excessive waste must be removed by the hirer.

FACILITY USAGE

- Heavy items requiring permanent or semi-permanent fixing are not permitted.
- Use only areas and equipment included in the hire agreement.
- Clean all facilities used, including bathrooms and change areas.
- No climbing or jumping from the stage.
- Curtains and equipment must be handled appropriately.

SMOKING AND VAPING

- Queensland legislation prohibits smoking and vaping on school grounds and within prescribed boundary areas.

BUMP IN / OUT

- Construction of sets is not permitted within the hall unless approved.
- No painting of sets, props or equipment within the venue.
- Hirers are responsible for cleaning all areas used.

SPECIAL EFFECTS

- Smoke, fire, mist, bubble machines and similar effects require prior approval.

GLITTER AND CONFETTI

- Glitter, confetti and similar materials are prohibited and may incur cleaning charges.



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NOISE AND DISTURBANCES

- Keep noise levels within acceptable limits.
- Events must conclude at the agreed time.

ADMINISTRATION

- Adhere to approved hire times.
- Additional charges may apply for overruns.
- Hirers are responsible for first aid supplies and personnel.

SECURITY

- Ensure all doors and windows are secured.
- Report suspicious activity immediately.