

# Booking Form

Form must be completed no less than 48 hours prior to booking date.



Group name/school: \_\_\_\_\_ Contact name: \_\_\_\_\_

Address: \_\_\_\_\_

Email address: \_\_\_\_\_ Phone: \_\_\_\_\_

Date/s required: \_\_\_\_\_ Alternative date: \_\_\_\_\_

Start time: \_\_\_\_\_ Finish time: \_\_\_\_\_

Brief description of booking activity: (e.g. swimming sports) \_\_\_\_\_

Number of children: \_\_\_\_\_

Age range: \_\_\_\_\_

Number of Swimming Caregivers (16 years +): \_\_\_\_\_

Number of spectators: \_\_\_\_\_

## Swim Zone guidelines for caregiver: child ratios

- Pre-schoolers (under 5 years) 1:5
- Year 1-3 (5-7 years) 1:10
- Year 4-6 (8-11 years) 1:12
- Year 7 and over (12+ years) 1:15

Tick the pools you want to book and fill out the number of lanes/widths you require.

### Swim Zone Matamata

- 25m leisure pool \_\_\_\_\_ lanes \_\_\_\_\_ widths
- 25m Lane pool \_\_\_\_\_
- Dive pool (year 6+ only)
- Toddlers pool

### Swim Zone Te Aroha

- Main pool
- Spa (maximum 12 people)

### Swim Zone Morrinsville

- 50m pool \_\_\_\_\_ lanes \_\_\_\_\_ widths
- Learners pool
- Toddlers pool

## Pool depth safety guidelines

This determines which pools your children can safely swim unaccompanied by a caregiver.

### Swim Zone Matamata

- 25m leisure pool (minimum height 1.2m)
- 25m outdoor pool (minimum height 1.3m)
- Dive pool (Year 6+ children only)

### Swim Zone Te Aroha

- Main pool (minimum height 1.2m)

### Swim Zone Morrinsville

- 50m pool (minimum height 1.4m)
- Learners pool (minimum height 1m)

### Additional Services for Groups

- BBQ \$13.00 per hour
- Lane hire \$13.00 per lane per hour
- Inflatable obstacle course \$45.00 per hour\* \*\*

Time from: \_\_\_\_\_ To: \_\_\_\_\_

Time from: \_\_\_\_\_ To: \_\_\_\_\_

Time from: \_\_\_\_\_ To: \_\_\_\_\_

\*Matamata and Morrinsville only. \*\*Includes lifeguard. Maximum 2 hour booking for inflatable.

### Swim Zone Group rates (more than 10 people)

Schools \$2 per child (MPDC District)  
Child \$3.50  
Adult \$5.50 (16 years+)  
Spa additional \$2 per person (only available at Matamata & Te Aroha)  
Additional lifeguards if required \$25.00 per hour

For every booking the level of risk will be calculated by Swim Zone Management and supervision ratios will be determined. The contact person will be informed if you require additional lifeguards. (\$25.00 per hour)

# Terms and conditions

## Swim Zone Pools endorses the National Pool Alone Policy

All children under 8 years must be actively supervised by a caregiver 16 years or older.

Actively supervised means watching your children at all times and being able to provide immediate assistance.

## Expectations and responsibilities of group leader

- Person in charge to report to reception upon arrival and confirm numbers
- Enforce the pool rules & emergency procedures that will be explained by the Swim Zone lifeguards
- Ensure appropriate swim wear is worn
- Group leader must have a current roll of participants on site. In the event of an emergency, the group leader must follow the directions of Swim Zone staff. The group leader will meet at the assembly point, check participants off the roll and report all group participants are accounted for
- Report any incidents, accidents, hazards or near misses to the lifeguard on duty
- Be aware and remain in the pool space that is booked for your group
- Health Warning: do not swim for at least 2 weeks after an illness with diarrhea and or tummy upset
- No smoking, alcohol or drugs
- Please note we are a glass-free facility

## Swimmer Dress Policy

To ensure water quality is maintained and the safety of our customers the following swimwear standards apply;

- Wear recognized swimwear in the pools. Togs, wet suits and rash shirts
- No underwear, including boxer shorts
- No t-shirts, singlets, skirts, denim or shorts below the knee
- All toddlers must wear a swimming nappy (available at reception)

Any person who fails to comply with any of the swimmer dress policy shall be asked to vacate the pools.

## Number of lifeguards

For every booking the level of risk will be calculated by Swim Zone Management and supervision ratios will be determined. The contact person will be informed if additional lifeguards are required.

## Cancellation

In the event that the hirer cancels the booking within seven days prior to the booking date, Swim Zone will charge the full amount of the booking fee that is owing to the hirer.

Swim Zone reserves the right to cancel booking(s) where circumstance so warrant. These may include, but are not limited to, emergency situations and adverse environmental / weather conditions.

## For Staff Use Only

Amount charged: \$: \_\_\_\_\_ To be invoiced: \_\_\_\_\_ Yes / No (circle) Date paid: \_\_\_\_\_

Payment method: Cash  Eftpos  Staff signature: \_\_\_\_\_

Number of lifeguards confirmed: \_\_\_\_\_ Date of confirmation: \_\_\_\_\_