



Play Away Information Pack

01756 749334

07990282685

We hope that everybody will have an exciting and stimulating time during their stay at Play Away and will all return home healthy and happy. To this end we view that **all** adults on site have a responsibility to the health and well-being of the young people whilst on site, or during activities off site.

Groups will be expected to listen to a short site safety talk on arrival, as well as becoming familiar with the facilities available and the correct procedures for their use.

Health and Safety guidance sheets have been compiled covering legal requirements, which should be adhered to during various activities you may plan off site. These are available upon request.

Activities should always be planned with an appropriate level of supervision, whilst stricter standards of supervision may be required for certain activities.

Any activity that is potentially dangerous will have constant adult supervision. The centre staff will be happy to advise on the use of any type of equipment or facility available on site. If you are unsure of anything, just ask! We are here to help you.

If young people are playing outside the buildings, appropriate levels of adult supervision will be required for the type of activity concerned. **At no time will young people ever be left unsupervised. Please Note: We cater for young people aged 8+.**

Dangerous behaviour by young people should be discouraged at all times.

At no time will any young person be allowed to leave the site unsupervised and all boundaries to the property should be respected. Leaving the Charity's land will possibly result in trespassing and could endanger lives (**please see site plan on arrival**).

When you use a piece of equipment, put it back where you found it after use. If any equipment gets broken or is found to be defective, please report it to the centre staff immediately so that it can be repaired or replaced.

We have Wi-Fi at the centre but we do try to discourage the young people from using mobile phones on site. Groups have had safeguarding issues in the past due to prank calling.

With a little common sense, accidents and incidents can be avoided. So let's avoid them!

Fire Safety

The Grange has a fire risk assessment and has been equipped with an extensive fire alarm system for your safety. Centre staff are trained as Fire Wardens and have a duty to carry out a fire drill during your stay to ensure everybody is aware of the location of fire exits, alarm points and the fire assembly area.

Fire doors must be kept shut at all times whilst exits and walkways must be kept clear.

It is also our policy that there is NO SMOKING within the buildings on site.

In the event of discovering a fire, raise the alarm, and vacate the building in an orderly fashion via the nearest fire exit. Leave any personal belongings behind. A member of your staff will be expected to check and clear each floor of the house. Assemble at the fire assembly point and a member of the centre staff will carry out a prompt register to ensure all children and adults have vacated the building.

Any electrical goods brought with you must be handed to centre staff, as all electrical items on site **must** be checked/P.A.T. tested for fire safety reasons (including phone chargers). We have a hairdryer, hair straighteners + an iron available for you to use.

Any person leaving the site must inform the centre staff, so that an accurate fire list can be maintained at all times.

First Aid

The centre staff are qualified first aiders and will also be able to advise on the location of First Aid boxes around the site. He / She will also be aware of local doctors and emergency telephone numbers, as well as the location of the local Hospital A&E.

Kitchens

The kitchens are run on a self-catering basis, whereby adults from your group will be responsible for organising a menu for the week, as well as the preparation and cooking of meals and cleaning of the kitchen after use to maintain hygienic conditions.

Food can be ordered locally i.e. Bread, Milk, eggs etc. on request. The goods are delivered to the Grange and supplied to you at cost price.

Please try and order your food requirements a week before your visit to ensure products can be ordered in time. All goods ordered will be charged to your group whether you use them all or not.

Please note any special dietary requirements must be provided by yourselves i.e. Gluten Free / Dairy Free / Vegan etc.

Kitchen Safety sheets are available detailing the correct procedures for the storage, preparation and cooking of food.

Given the inherent hazards associated with kitchens, adult supervision of children in the kitchen is expected at **all** times, with the level of involvement of the children being commensurate with the children's ages and different levels of ability.

Cleaning

All facilities + equipment are thoroughly checked and cleaned prior to your visit by centre staff, however we will require any visiting group to "clean as you go" in order to maintain the facilities in a hygienic and safe condition.

It is suggested that a rota be made by which daily chores can be fairly and equally divided between the group (included is a specimen rota).

There are stores of cleaning materials, i.e. mops, buckets, vacuum cleaners etc for your use. Any materials needed will be handed out by a member of staff as all materials have to be stock adjusted.

Dormitories

Beds are organised into dormitories and sleeping arrangements for your group should be made in line with arrangements given, as beds cannot be moved.

Adult carers should patrol the bedrooms when the children have gone to bed. Clean linen is available from the centre staff should it be required. All bedding must be used. Food and drinks must not be consumed anywhere other than the dining room.

Children's belongings should be stored under the beds to ensure floors and walkways are clear of clutter to prevent a fire hazard. Children should be advised against bringing expensive or sentimental items.

Toilet and Shower Facilities

Male, female and staff toilets & showers are available during your stay. We expect these to be kept clean and tidy. Floors should be mopped dry after use to prevent accidental slippage. Extra toilet rolls and clean towels etc are available from centre staff.

Laundry Facilities

A commercial laundry will carry out the bulk of the Charity's laundry every week. Clean laundry will be available from the centre staff on request. Any soiled laundry should be given to centre staff.

Recycling Facilities

The Charity recycles plastic, cardboard, aluminium, glass, steel cans etc. Such articles should be placed in the recycling bins provided by the main gate.

Lock Up

All external doors to the property will normally be locked at **11 p.m. prompt**. Please ensure that you are back by this time. The centre staff must be informed of any late night outdoor activities e.g. midnight walks etc.

Arrival and Departure

Monday arrival time not before 2pm.

Friday (weekend visit) arrival time not before 7pm.

Friday departure time: 11am.

Sunday departure time: 2pm.

Times are given to vacate play away in order for us to prepare for the next group. On the day of departure please ensure that sufficient time is left before you leave the premises, or undertake any further activities, to thoroughly clean up. You will be expected to leave the premises in the same condition as you found them!

Cancellation Fee

Groups who find they are unable to attend on a booked date should give at least a month's notice. Bookings will only be confirmed on receipt of a deposit of £125 per night. If less than a month's notice of cancellation is given, then this deposit will be **non-refundable**.

Centre Rules

Play Away is an Equal Opportunities organisation. The activities on site are intended to be enjoyed by all the children irrespective of their sex, race, cultural or religious identity or their disablement. We intend to provide ramps, paths and disabled washroom facilities in the near future.

The consumption of alcohol is prohibited on site or off site during your visit to Play Away.

Adult supervision of children is expected at all times.

The fire escape, fire escape exits, call points and fire extinguishers should only be used in case of emergencies.

Respect all site boundaries.

No Smoking, except in designated areas.

No Dogs are allowed.

Chewing Gum is banned and so is Lucozade and any energy drinks as we can't get the spill stains out of the carpets and you could be charged.

NON COMPLIANCE WITH THESE RULES MAY RESULT IN AN INDIVIDUAL OR GROUP BEING SENT HOME, AND MAY JEOPARDISE ANY FUTURE VISITS.

Facilities on Site

Curriculum link information packs regarding our facilities are available for you on request.

Following is a list of equipment available on site for your use, to help you plan activities during your stay. Some equipment requires guidance or supervision during use and may require you to book its use with the centre staff or to adhere to safety guidance sheets, which will be made available on site.

Digital cameras

Disco; stage lighting

Collapsible staging

A full range of arts & crafts facilities e.g. papers, paints, glitter, card etc

Overhead projector

Cinema

Dance Studio/yoga/music room

Indoor sports facility, Inc. football, basketball, volleyball, badminton, short tennis, ten pin bowling, hockey etc.

Badge making facilities

Play parachutes

Outdoor animal farm

Nature Area, Play Areas and Eshton Beck - field guides, fishing nets etc

Refractive Telescope

BBQ

Heated Outdoor Swimming Pool.

Walking - various pre planned routes have been written out for your convenience. Walking maps, compasses etc are available for you to plan your own walks.

A wide range of activities are available within the Yorkshire Dales National Park. Details can be obtained from the Yorkshire Dales Tourist Board, from the centre or from our web site. **Please note** it may be advisable to pre-book certain activities e.g. pony trekking, to avoid disappointment.

YORKSHIRE DALES TOURIST ATTRACTION CONTACT NUMBERS

Yorkshire Dales Tourist Information	01756 792809
Embsay & Bolton Abbey Steam Railway*	01756 710614
Ingleton Waterfalls Walk - Walk Entrance*	01524 241930
Stump Cross Caverns*	01756 752780
Howe Stean Gorge	01423 755666
Skipton Canal Trips*	01756 790829
Skipton Castle*	01756 792442
Draughton Heights Riding Centre*	01756 710242
Kilnsey Trekking Centre*	01756 752861
Craven Museum*	01756 706407
Airborne Adventures*	07946376625
Jorvik Viking Centre York	01904 615505
Wensleydale Creamery Hawes (museum & cheese making)	01969 667664
Elsecar Steam Railway	01226 746746
North Yorkshire Moors Railway	01751 472508
Keighley & Worth Valley Railway	01535 645214
Bronte Museum	01535 642323
Kilnsey Park & Trout Farm*	01756 752150
Bolton Abbey*	01756 718009
Craven Swimming Pool*	01756 792805

A Tourist Information Pack is available at Eshton Grange on arrival detailing various places of interest, preplanned walks, places of outstanding natural beauty etc.

Further information on opening times, entrance prices etc can be obtained on the Play Away web site at www.playaway-centre.co.uk which contains links to the various attractions own web sites, or alternatively from the Yorkshire Dales Tourist Information Board.

*** These places are recommended for nearness to the centre or value for money - when booking ask about group rates.**

THINGS TO BRING .

WELLIES/ BOOTS OR SHOES / OLD TRAINERS ARE IDEAL

WARM WEATHER CLOTHING

WASH KIT

2 TOWELS/ SWIMMING COSTUME

HAT AND GLOVES

WATER PROOFS (ESSENTIAL)

PLEASE DO NOT BRING ANY EXPENSIVE CLOTHING OR PERSONAL ITEMS.

DIRECTIONS TO ESHTON GRANGE, GARGRAVE, N.YORKSHIRE FROM LIVERPOOL .

SCENIC ROUTE -

LEAVING LIVERPOOL ON THE M58 OR M62 JOIN THE M6 NORTH BOUND, TOWARDS PRESTON.

AT **JUNCTION 31** LEAVE THE MOTORWAY AND FOLLOW SIGNS FOR BLACKBURN AND CLITHEROE.

FOLLOW THE A59 TOWARDS CLITHEROE. STAY ON THE A59 THROUGH GISBURN AND WEST MARTON, STRAIGHT ON AT THE ROUNDABOUT AND CARRY ON FOR SKIPTON.

AT THE NEXT ROUNDABOUT TAKE YOUR FIRST LEFT ONTO THE A65 TOWARDS GARGRAVE.

ON FIRST ENTERING GARGRAVE, LOOK FOR **ESHTON ROAD** ON YOUR RIGHT, FOLLOW **ESHTON ROAD** FOR APPROXIMATELY A MILE AND A HALF, VEERING UPHILL TO YOUR LEFT PAST ESHTON HALL.

ESHTON GRANGE IS THE 3RD ENTRANCE ON YOUR RIGHT AT THE TOP OF THE HILL.

ALTERNATIVE ROUTE -

LEAVING LIVERPOOL ON THE M58 OR M62 JOIN THE M6 NORTH BOUND, TOWARDS PRESTON.

AT **JUNCTION 29** LEAVE THE M6 AND JOIN THE M65 TOWARDS BLACKBURN, BURNLEY, DARWEN, NELSON ETC.

FOLLOW THE M65 UNTIL IT FINISHES IN COLNE. FROM THE END OF THE M65 FOLLOW THE A56 SIGNED TO EARBY AND SKIPTON.

ON JOINING THE A59 TURN RIGHT AT THE ROUNDABOUT AND CONTINUE TOWARDS SKIPTON.

AT THE NEXT ROUNDABOUT TAKE YOUR FIRST LEFT ONTO THE A56 TOWARDS GARGRAVE.

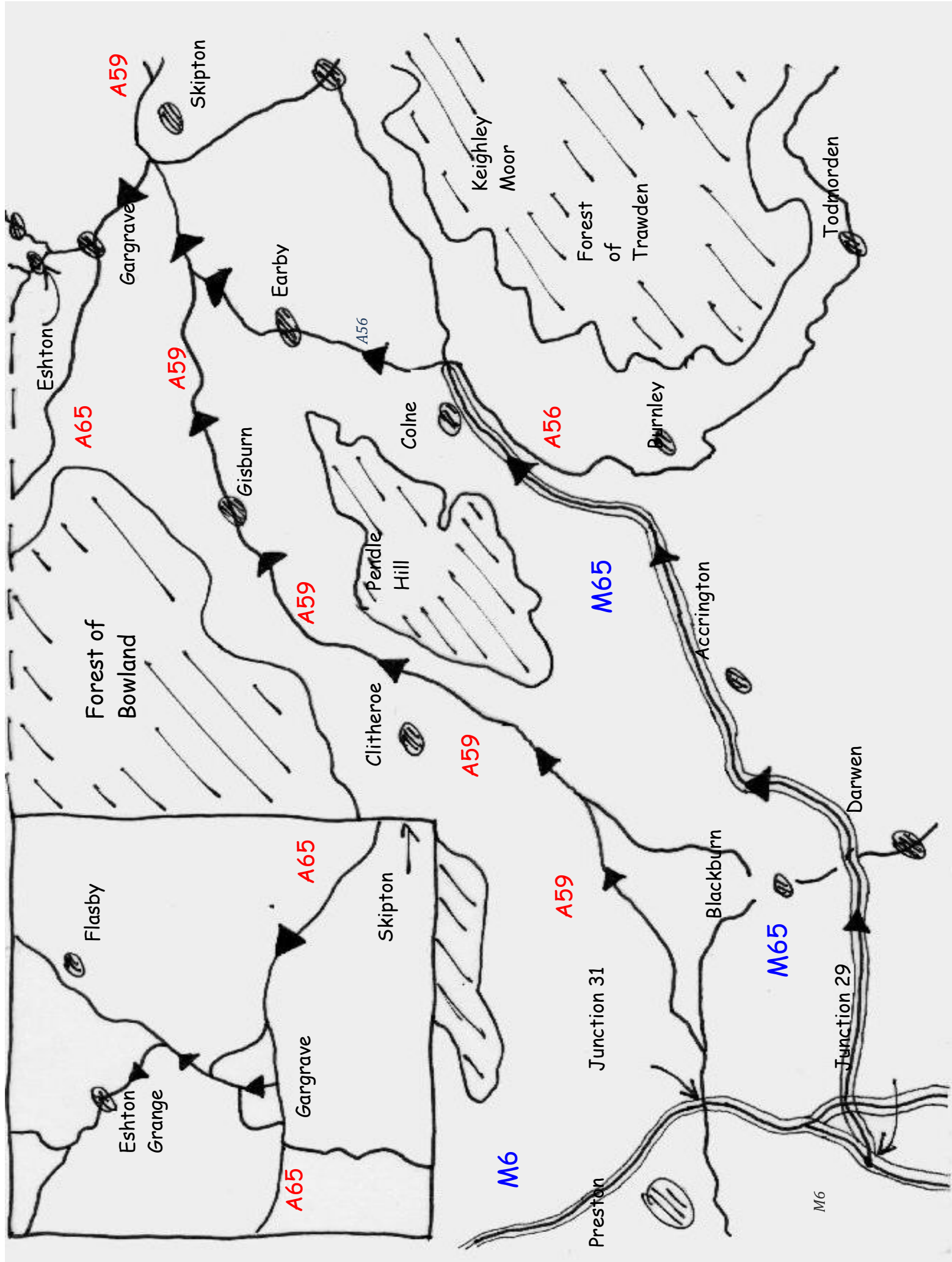
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NOTE: IN THE EVENT OF BREAKDOWN THE NUMBERS ARE LOCATED IN THE MINIBUSES.

ESHTON GRANGE

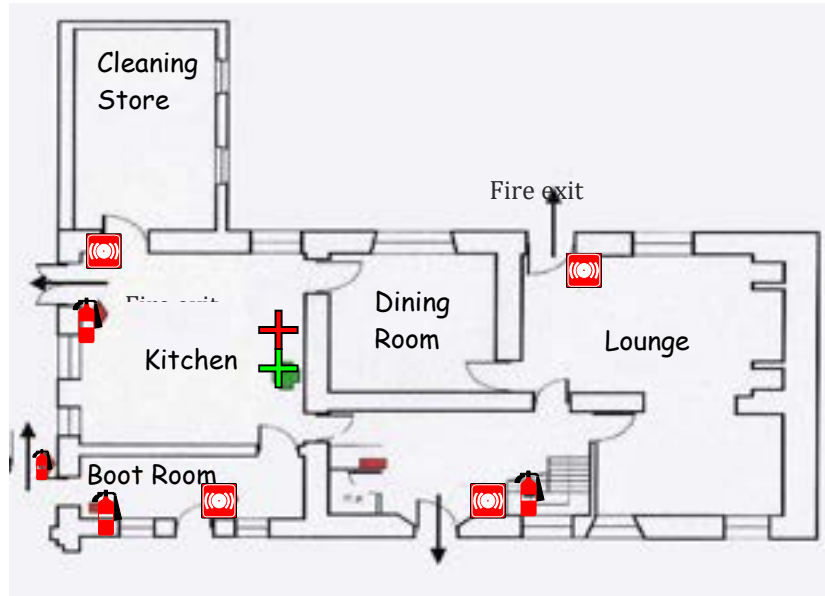
TEL 01756 749334

FAX 01756 749962

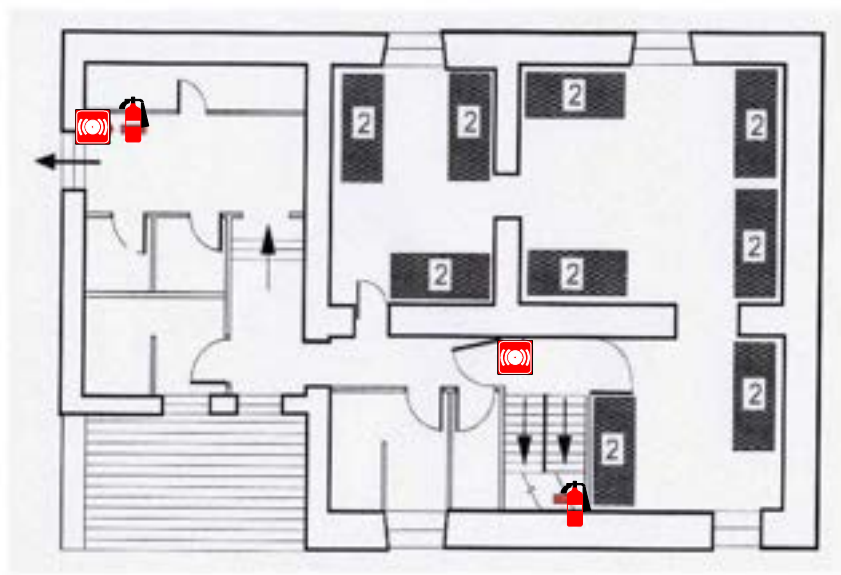


Eshton Grange - Main house rooms & Bed Plan

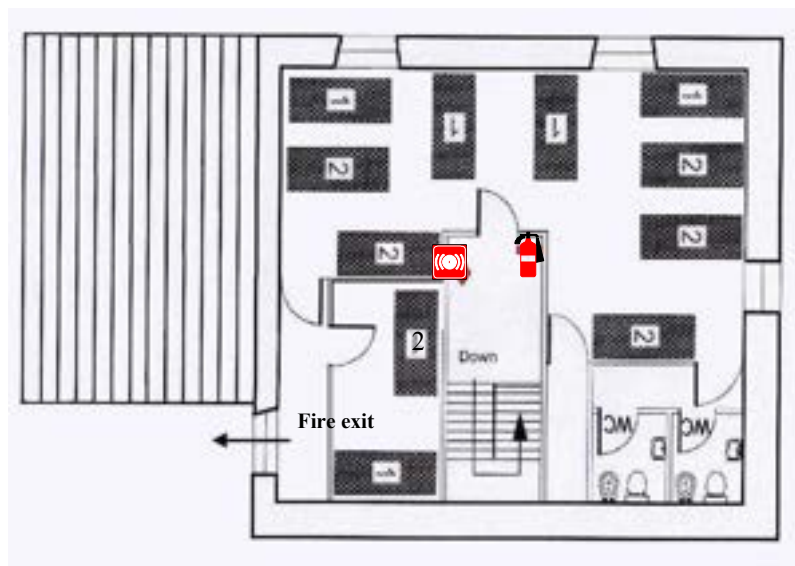
Ground Floor



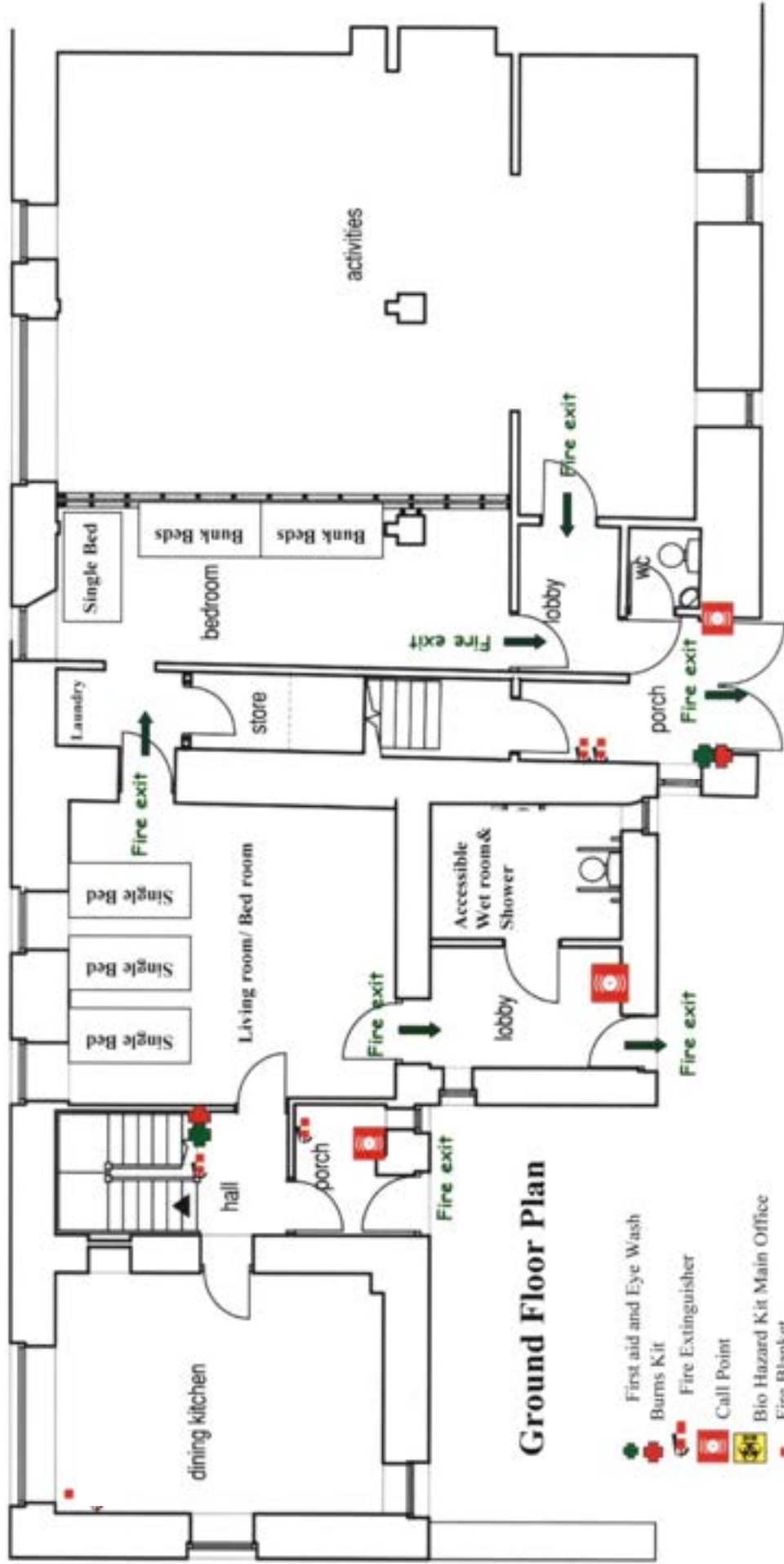
First Floor



Second Floor



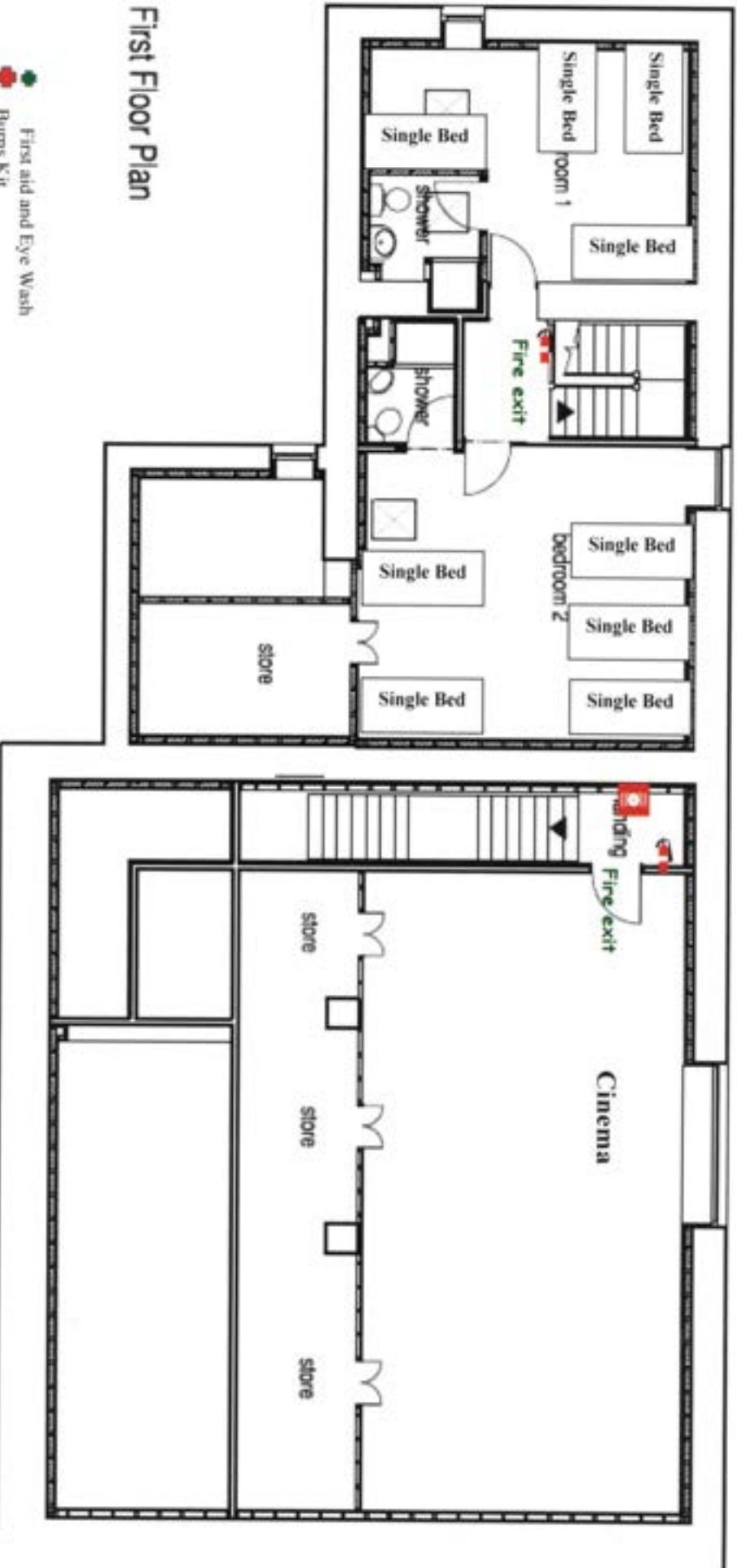
Stone barn Accommodation



Ground Floor Plan

-  First aid and Eye Wash
-  Burns Kit
-  Fire Extinguisher
-  Call Point
-  Bio Hazard Kit Main Office
-  Fire Blanket

Stone Barn 1st Floor



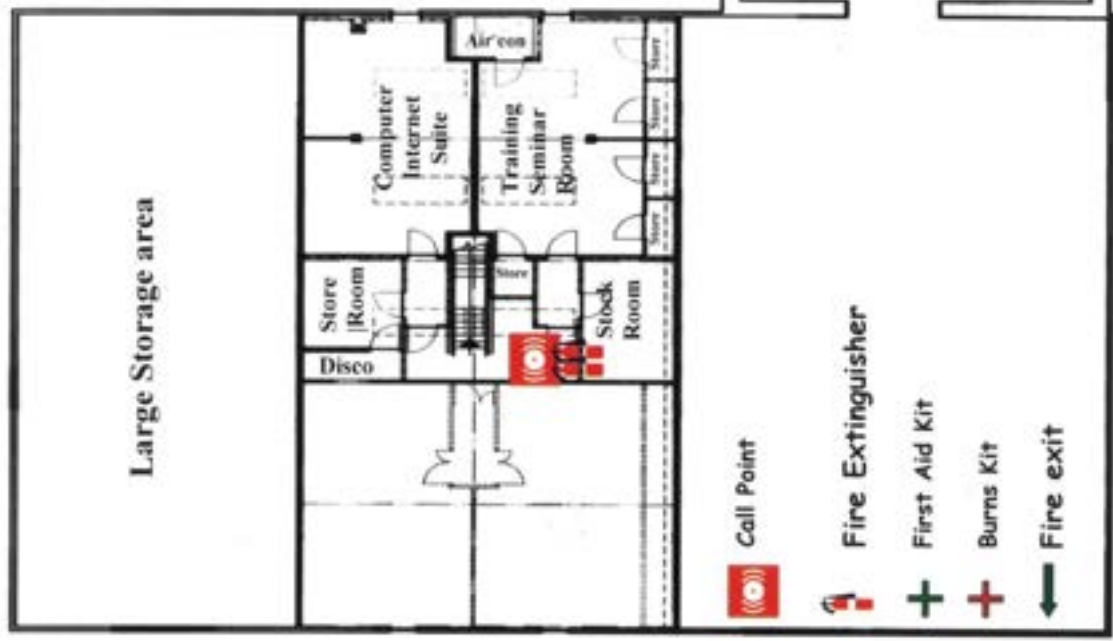
First Floor Plan

First Floor Plan

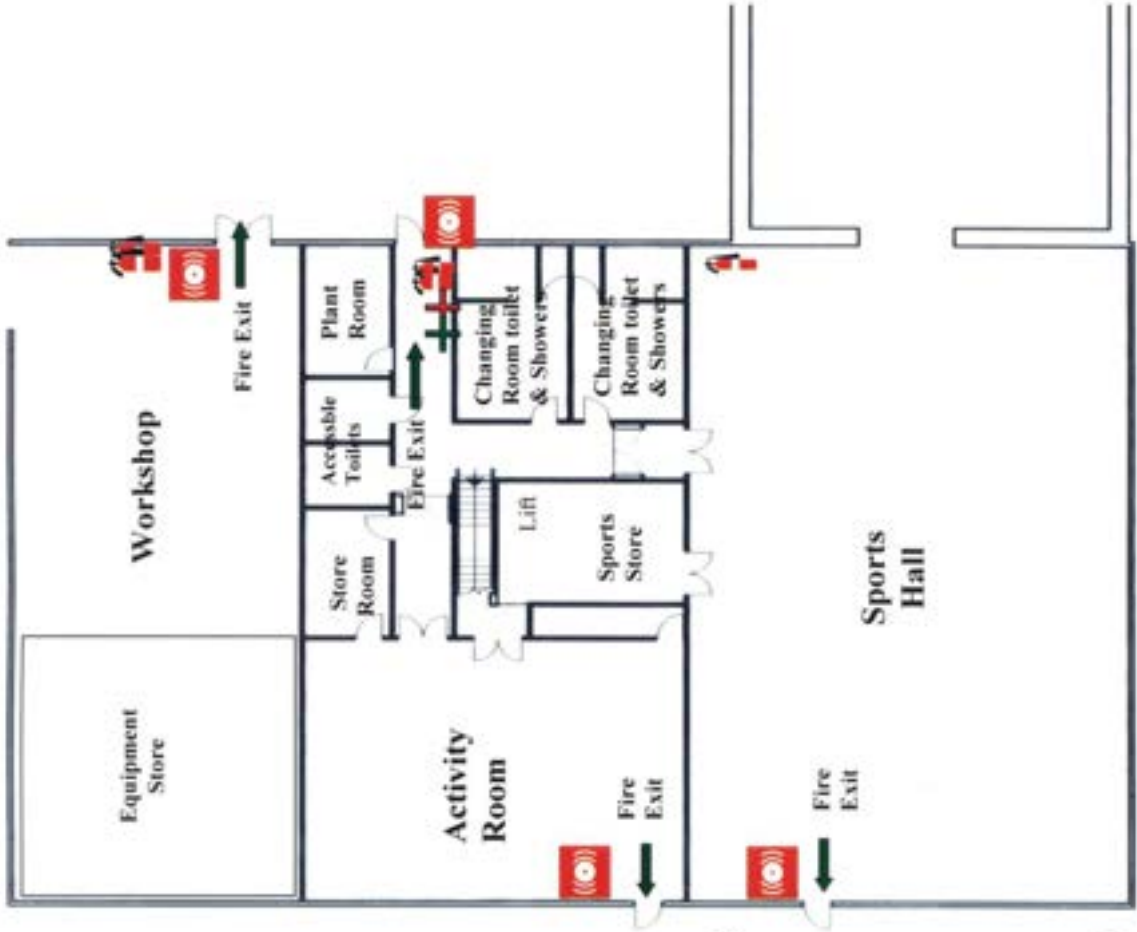
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- Burns Kit
- Fire Extinguisher
- Call Point
- Bio Hazard Kit Main Office

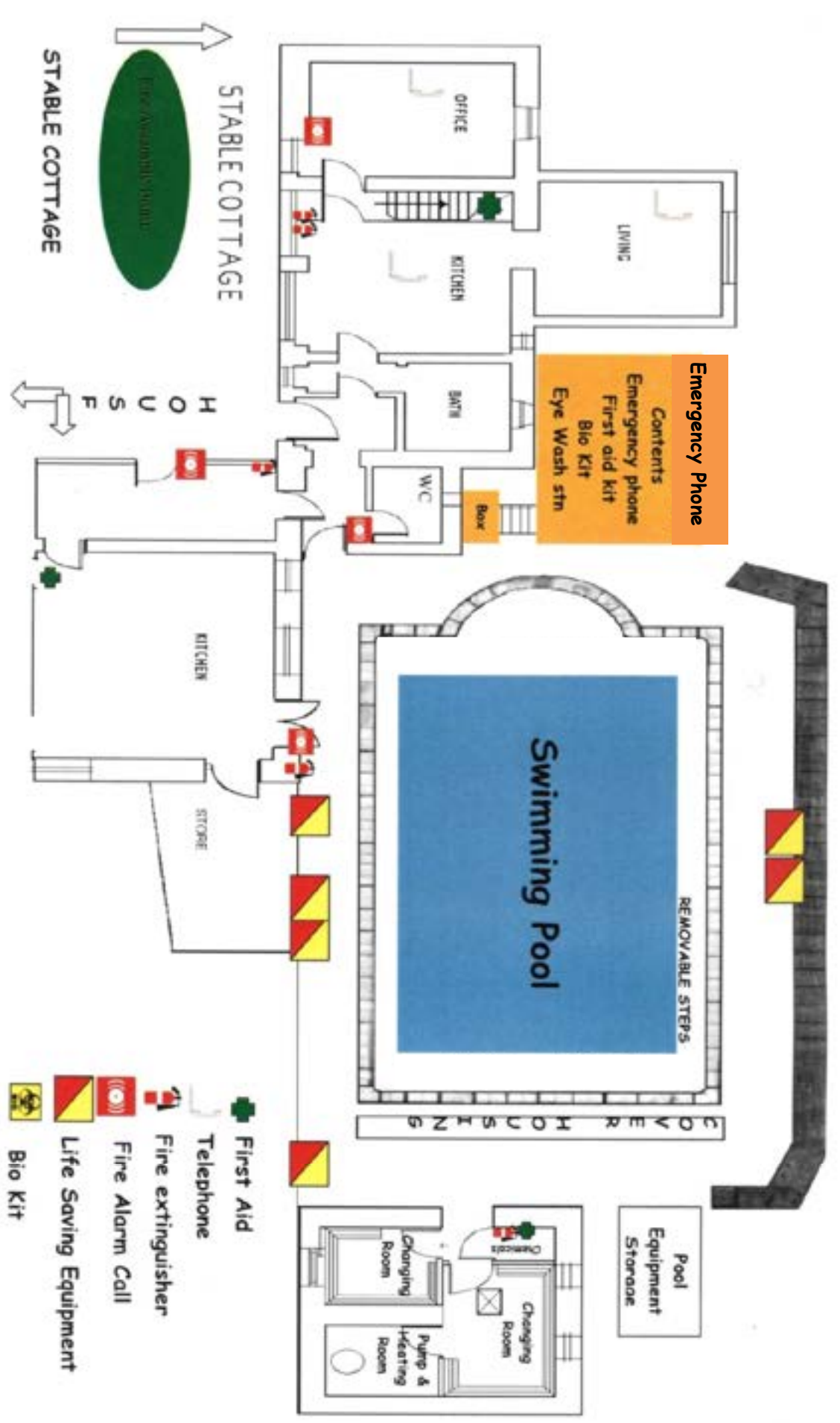
Sports / Activity & Storage Barns

First floor



Ground floor





Parental Consent Form.

CONFIDENTIAL

Child(ren)'s Name(s)

Name Parent/Guardian

Address

Telephone no.

Emergency contact no.

Child(ren)'s Doctor

Address

Tel. no.

Special needs - Medical

Any other relevant information e.g. Dietary, Religious etc.

Details of holiday (inc. activities)

Details of activities off site

Date of departure / /
Time:

Date of Return / /
Time:

Pick up address:

Drop off address:

I agree for my child/ren to take part in all activities on site yes/no

I agree for my child/ren to take part in visits off site yes/no

I agree for my child/dren to take part in authorised group photographs... ..yes/no

I consent to any emergency treatment during the holiday. I authorise a care worker to sign any form of consent required by the hospital authority if the delay in getting my signature is considered by the doctor to put my child/ren's health and safety at risk. yes/no

Signed dated / / .

Eshton Grange, Gargrave, Skipton, North Yorkshire, BD23 3QE. Tel: 01756 749334/07990282685

Please place details of emergency contact names and numbers of your Organisation for the benefit of parents here.



(ESHTON GRANGE)

Reg Company No 5098573
Reg Charity No 1047159

Play Away
c/o the Secretary
Eshton Grange
Gargrave
Skipton
North Yorkshire
BD23 3QE

Tel:-01756 749334

Mobile:-07990282685

INDEMNITY FORM

**IT IS AN ABSOLUTE CONDITION THAT USE OF "THE PREMISES"
(ESHTON GRANGE, GARGRAVE, SKIPTON, N.YORKSHIRE) AND OF THE
RECREATIONAL FACILITIES PROVIDED ARE SUBJECT TO THE TERMS
AND CONDITIONS OVERLEAF.**

**BY SIGNING THIS FORM WE ("THE
ORGANISATION") ACCEPT ALL CONDITIONS ATTACHED TO THE USE OF
THE PREMISES AND THE RECREATIONAL FACILITIES PROVIDED BY PLAY
AWAY ("THE CHARITY").**

SIGNED BY ON BEHALF OF

POSITION WITHIN ORGANISATION

DATE

1. MEMBERS OF STAFF FROM WITHIN YOUR ORGANISATION WHO ACCOMPANY THE CHILDREN ("THE CARERS") SHALL BE RESPONSIBLE FOR THE CARE AND SUPERVISION OF ANY AND ALL CHILDREN WHO ARE BROUGHT TO THE PREMISES.

2. THE CHARITY ACCEPTS NO RESPONSIBILITY FOR THE CARE AND SUPERVISION OF THE CHILDREN AT ANY TIME.

3. USE OF ANY OF THE RECREATIONAL FACILITIES AND EQUIPMENT ON THE PREMISES WILL BE SUBJECT TO ANY AND ALL RULES OF SAFE USE OF THE EQUIPMENT AND GUIDANCE NOTES PROVIDED. ANY INSTRUCTION GIVEN BY ANY MEMBER OF STAFF OF THE CHARITY IN RELATION TO USE OR OPERATION OF ANY OF THE RECREATIONAL FACILITIES AND EQUIPMENT IS PROVIDED BY WAY OF GUIDANCE ONLY. THE CHARITY ACCEPTS NO LIABILITY FOR PERSONAL INJURY OR LOSS OF PROPERTY THROUGH MIS-USE OF EQUIPMENT OR FAILURE TO ABIDE BY ANY AND ALL SAFETY PROCEDURES NOTIFIED OR IN ANY OTHER WAY WHATSOEVER EXCEPT TO THE EXTENT THAT ANY LIABILITY IS PLACED UPON THE CHARITY BY STATUTE REGULATIONS AND/OR OTHER LAW.

4. USE OF THE PREMISES IS SUBJECT TO COMPLIANCE WITH THE CAMP RULES AND ANY OTHER REGULATIONS AS ARE PUT UP FROM TIME TO TIME BY THE CHARITY.

5. THE CARERS SHALL TAKE ALL REASONABLE STEPS TO ENSURE THAT NO LOSS OR DAMAGE IS CAUSED TO THE PREMISES AND/OR ITS CONTENTS DURING YOUR STAY. YOUR ORGANISATION SHALL BE LIABLE FOR ANY AND ALL LOSS OR DAMAGE TO THE PREMISES AND/OR ITS CONTENTS CAUSED BY ANY OF THE CARERS AND/OR CHILDREN.

6. THE CARERS SHALL TAKE ALL REASONABLE STEPS TO ENSURE THAT NO LOSS OR DAMAGE IS CAUSED TO ANY PERSONS ON OR AT THE PREMISES DURING YOUR STAY. YOUR ORGANISATION SHALL BE LIABLE FOR ANY LOSS OR DAMAGE TO ANY PERSON EXCEPT TO THE EXTENT THAT ANY LIABILITY IS PLACED UPON THE CHARITY BY STATUTE REGULATIONS AND/OR OTHER LAW.

7. THE CHARITY SHALL BE RESPONSIBLE FOR THE GENERAL WEAR AND TEAR TO THE PREMISES EXCEPT TO THE EXTENT OF ANY WORKS OR REPAIRS CAUSED BY BREACH OF CONDITION 5 OF THIS SCHEDULE, THE COSTS OF WHICH ARE THEREBY THE RESPONSIBILITY OF YOUR ORGANISATION.

8. THE CHARITY SHALL BE RESPONSIBLE FOR THE MAINTAINANCE, SERVICING AND REPAIR OF ALL RECREATIONAL EQUIPMENT PROVIDED TO KEEP THEM IN GOOD CONDITION FOR SAFE USE.

BREACH OF ANY OF THE CONDITIONS OF THIS SCHEDULE MAY REQUIRE AN INDIVIDUAL OR GROUP OF INDIVIDUALS OR YOUR ENTIRE ORGANISATION AND ALL ATTENDANT CHILDREN AND CARERS TO VACATE THE PREMISES IMMEDIATELY. BREACH OF ANY OF THESE CONDITIONS OR ANY CAMP RULES OR STATUTES MAY PREJUDICE YOUR ORGANISATIONS ABILITY TO RETURN TO THE PREMISES.

THE CHARITY SHALL HAVE NO OTHER RESPONSIBILITY OR LIABILITY THAN AS SET OUT IN THIS SCHEDULE AND YOUR ORGANISATION SHALL INDEMNIFY THE CHARITY AGAINST ANY AND ALL DAMAGE WHICH MAY ARISE DURING YOUR STAY AND WHICH IS NOT THE RESPONSIBILITY OR LIABILITY OF THE CHARITY AS SET OUT IN THIS SCHEDULE.