



**ST STITHIANS COLLEGE
POLICY: LYME PARK ACCESS TO SAINTS PROPERTY**

Eligibility for a key to the gate

1. The school will allow a single key to be issued to any residential unit within Lyme Park extension 4, i.e. those resident in Ahronson, Mountstephens, Hilltop and June streets.
2. More than one key will be issued to those who have children at one of the five St. Stithians schools on the basis of one key per registered learner.

Application process

3. The key(s) will be issued by an authorised resident of Lyme Park Ext 4, on the production by the applicant of the duly authorised application form. A fee may be charged to cover the costs associated with the issuing of the key.
4. The application form is available from the Operations Department at the College.
5. The user will pay an annual application fee determined from year to year by the Rector and Operations Manager.
 - 5.1 Pensioners will have a 50% discount of the application fee.
 - 5.2 Staff members living in the suburb will not pay the application fee.
6. All requests must be made on the prescribed application form and lodged with the Operations Manager.
7. All such requests shall be approved by the Operations Manager.
8. All applications will be for a period of one calendar year (1 January to 31 December), and will be automatically renewed on the payment of the annual fee.

Rules of access

9. Any losses or damages incurred will be for the account of users.
10. The College may withdraw permission to use the gate if, in the opinion of the Operations Manager, any of the rules of access have been breached.
11. No alcohol may be brought onto the premises.
12. The application form for use of the gate will constitute a contract between the user and the College.
13. Permission to use the gate does not constitute permission to use any other facilities on the premises. The use of such facilities are governed by the policy, "Facilities – Use by outsiders".
14. The gate may not be used for any motorised vehicular access, eg. motorbikes.
15. Residents may not walk their dogs on the property.
16. If a key is lost or stolen it must be reported to the authorised resident who issues the keys.

Disclaimer

17. Any injury incurred, loss of property, damage to property or death will not be the responsibility of St Stithians College or any of its employees.

APPROVED BY THE RECTOR: 11 OCTOBER 2005

APPROVED & ADOPTED BY THE COLLEGE EXECUTIVE: 31 OCTOBER 2005

CORRECTION MADE TO SPELLING OF AHRONSON: 30 MARCH 2007

ST STITHIANS COLLEGE

APPLICATION: LYME PARK ACCESS TO SAINTS PROPERTY

APPLICANT DETAILS		
Name:		
Tel (w):	Tel (h):	Tel (c):
Address:		
Registered learners at the College:		
Name	School	Grade
Name	School	Grade
Name	School	Grade
Name	School	Grade
DECLARATION		
<p>1 I confirm that this application form will constitute a contract between me and the College.</p> <p>2 I confirm that all the particulars that I may furnish or that have been furnished on this form shall, to the best of my knowledge and belief, be full, true and accurate.</p> <p>3 I undertake to advise the College in writing of any changes to the details included herein.</p> <p>4 I, do hereby declare that I have read, understood and agree to abide by the St. Stithians College Policy, "LYME PARK ACCESS TO SAINTS PROPERTY". I undertake to abide by any other policies, rules and regulations in force and effect at the College.</p> <p>5 I will ensure that all those resident with me will abide by the policy.</p> <p>6 I undertake not to make my key available to any person that is not resident at the above address.</p> <p>7 I accept that any losses or damages caused by me are for my own account.</p> <p>8 I accept that such usage may be unilaterally withdrawn for any breach of the Policy (or any other policies) and that any fees that may have been paid for such usage will be forfeit in such circumstances.</p> <p>9 I hereby indemnify the College in respect of all claims of whatsoever nature which may arise while on the property.</p>		
Proof of residence (attach utility bill):		
Signed (applicant):	Date:	
Number of keys to be issued:	Subscription fee:	
Signed (on behalf of St. Stithians College):	Date:	