



BOOKING POLICY FOR SQUASH COURTS

CLARE COLLEGE

INDUCTION

Before you are able to use the squash courts **ALL** users (including accompanying guests) must attend an induction. To arrange an induction please contact the UCS Squash representative, Ward van der Schoot (wev21), or the MCR Sports representative, Nick Taylor (nt409).

REMEMBER TO BRING YOUR SHOES AND YOUR UNIVERSITY CARD TO THE INDUCTION (to check they are non-marking; and for the Porters at King's College to add access to it respectively).

SQUASH REPS

For any other queries please contact your relevant representative:

- (i) **UCS:** Ward van der Schoot (wev21)
- (ii) **MCR:** Nick Taylor (nt409)
- (iii) **Staff:** [vacant]
- (iv) **Fellows:** Matt Kenzie (mk652)

USEFUL INFORMATION

On-line Booking via: <https://kingscollege.clubsolution.co.uk/>

Location: King's College School, West Road, Cambridge, CB3 9DN

Opening Times: Normally 7 days per week
(**EXCEPT** 8.00am – 6.00pm on Mondays, Tuesdays, and Wednesdays during King's College School term-time)

Cost: FREE to members of Clare, and accompanied guests.

Parking: None available on site for motor vehicles.

- Equipment:** Bring your own although there may be some communal squash racquets available in **Locker 1** at the squash courts. Please look after them and put them back after use.
- Toilets & Shower:** There are unisex toilets and a shower on site.
- Other uses:** **Do not use the squash courts for anything other than squash** (without the prior written permission of the Assistant Bursar).
- Rubbish:** Take it away with you, or bin it.
- Issues/damage:** Please leave the squash courts in the same condition you found them in, and do report any issues and/or damage to Ward van der Schoot, UCS Squash representative, immediately.
- Liability:** Members and accompanying guests play at their own risk, and also leave property or belongings there at their own risk. King's College School, King's College, and the College do not bear any liability with respect to you, your property or belongings.
- CCTV:** There is CCTV on the premises. Please see King's College School's [Data Protection Policy](#) for further information.
- Privacy Notice:** *King's College School, King's College, and Clare College take your privacy seriously. We will only use your personal information to process and administer your booking request, or to provide you with information relating to the squash courts. King's College School, King's College and Clare College processes and stores personal information in accordance with data protection legislation and in accordance with the King's College School [Data Protection Policy](#), King's College [Data Protection Policy](#), and/or the Clare College [Data Protection Policy](#).*

Emma Easterbrook
Assistant Bursar
November 2019