



Pre-school Learning Alliance Barleyfields Children's Centre

Community Events Protocol

The Pre-school Learning Alliance operates a Community Events Protocol within their Children's Centres to ensure that all community groups are treated equitably.

The event / activity meets the following criteria:

- Is taking place within the Barleyfields Children's Centre area or a reasonable area outside of the Children's Centre area to include Welwyn, Codicote and Datchworth.
- Is of interest / benefit to local families.
- Is in line with the aims and objectives of Barleyfields Children's Centre.
- Is provided in the format set out below.

The promotion of events / activities is at the discretion of the Children's Centre Manager and does not indicate an endorsement of such event / activity.

If the above criteria are met, Barleyfields Children's Centre will:

- Include the event / activity on the "What's on" page of the website www.hertschildrenscentres.org.uk/barleyfields.
- Include the event / activity in the monthly community events newsletter.
- Display any poster provided on the community notice board.

Information for website:

Name of event:	
Date:	Time:
Details of event:	
Contact person:	Contact number:
On behalf of:	(name of organisation)

I have read and agree to the terms set out above:

Signed: Date:

Print Name: Position in organisation:

Endorsed on behalf of the Pre-school Learning Alliance for Barleyfields Children's Centre

Signed: Date: