



BELL PRIMARY SCHOOL
78A Oakover Road
Preston VIC 3072
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www.bellps.vic.edu.au

Expression of Interest

Community organisations are invited to express their interest in using Bell Primary School's gymnasium/hall outside of school hours

Bell Primary School is pleased to invite community organisations to express their interest in hiring our new state-of-the-art gymnasium/hall outside of school hours when it opens in the second half of 2024.

The new gymnasium/hall represents an excellent opportunity for local community groups to access high-quality facilities in a convenient and accessible location on the school grounds.

The gymnasium/hall can accommodate a wide range of activities, from indoor sports to dance rehearsals and community events, and will provide a valuable resource to help support the wellbeing of our wider community. The main features include:

- A competition size court for basketball, netball and volleyball
- A large foyer with a semi-commercial kitchen attached is available in certain circumstances
- Toilets (female, male, unisex and accessible)
- A large stage can be created converting the space to a performance venue for certain hire scenarios
- Extensive AV features to enhance lighting and sound for performances when relevant.

The gymnasium/hall will be available for hire by community organisations at the following times:

- Monday - Friday, 6.30pm – 10.00pm
- Saturday + Sunday, 9.00am – 6.00pm (or until 8.00pm by negotiation)

We are seeking expressions of interest from community organisations that share our commitment to fostering positive relationships with the local community, including: sports clubs, community or youth groups, after-school programs, arts and cultural organisations and non-profit organisations supporting the community and, in particular, children's recreational interests.

Community organisations may host a range of activities including meetings, language or educational classes, sporting activities, cultural classes or performances.

How to complete an Expressions of Interest:

To submit an application, please download the [Hire of Facilities EOI](#) form on the school website then submit the completed form, with a cover letter, to bell.ps@education.vic.gov.au **by 13 May 2024**.

All applications and users of the facility must comply with the following:

- The Bell Primary School [Facilities Hire Policy](#) on the school website
- The Department of Education's Department's [Community use of Schools-Hiring and Licensing Policy](#)

Bell Primary School will review all expressions of interest and contact applicants regarding the outcome of the EOI process by early June. Following this initial EOI process, the school will continue to consider future expressions of interest for the use of the gymnasium/hall, subject to availability.

If you have any questions or need assistance completing an EOI, please contact Tania Levens at bell.ps@education.vic.gov.au or 9480 5622 (Tue-Fri).

We look forward to hearing from you.

Regards,

David Twite, Principal
on behalf of the Bell Primary School Council