

# Terms & Conditions of Membership



*Play Resource* is a Belfast based voluntary organisation and registered charity. Membership of *Play Resource* is open to any group who adheres to its **Aims** and **Equal Opportunity Policy**.

Membership of *Play Resource* entitles groups and individuals to use the services provided by the charity.

- Anyone using these services must be a current member.
- If your membership is out of date by more than two weeks you will not be able to use the centre.
- Only the person named on the card can use the centre. The cards are non-transferable and anyone found using someone else's card will have the card withdrawn.
- Cardholders cannot bring non-members into *Play Resource* to make collections.

## Visiting *Play Resource*

- Upon arrival at *Play Resource* membership cards must be handed into the reception and scanned by a member of staff. Barcodes tell us if you're out of date! NOTE: No card - no collection.
- Children must be accompanied by an adult on the grounds of Health & Safety. Children are not allowed in trolleys. Trolleys are to be used for waste collections only.
- *Play Resource* reserves the right to refuse admission to a member on reasonable grounds.

## Collection of Waste Materials

- Any waste materials supplied by *Play Resource* must be used solely for the activities of the member group named on the membership. The materials must not be resold, exchanged or used for any other purpose.
- Waste materials must not be used for commercial or private use. Any member found selling our free materials will have their membership withdrawn.
- *Play Resource* will take all reasonable steps to ensure that the waste materials supplied are safe when appropriately used. Please heed any safety advice regarding waste materials and pass it on to others who may use them.
- *Play Resource* reserves the right to place limits on quantities of materials collected.

## Membership Administration

- Membership is an application process. It is not possible to join over the counter on arrival at *Play Resource*. It can take up to 2 weeks after we have received your completed application form in the post.
- Renewal of Membership will be backdated to the date of expiry, and will last one year from that date, regardless of the date of the renewal fee was received.
- Once your membership expires past 2 years you will have to go through the new application process.

## Payments

- **Visa, Switch and MasterCard** is accepted at *Play Resource* with a £10 minimum amount for card transactions.
- **Personal cheques** will be accepted only when covered by a valid banker's card.
- **Credit invoices** will only be issued if the group has a direct debit set up. Please ring Nicola on 02890 357546 for more information on how to set up an invoice facility.
- If your organisation has an invoice which is more than one month overdue, no further invoices will be issued.

*Play Resource* has the right to refuse or rescind membership to any group whom they feel contravenes the Conditions of Membership. A member has the right to appeal to the Management Board against such a decision.

*Play Resource* reserves the right to alter or otherwise add to these conditions by giving written notice.

## AIMS

*Play Resource* aims to promote creative play and encourage environmental responsibility, by collecting non-toxic reusable waste materials from industry and providing them, together with other low cost play resources, to groups working with children, young people and community groups throughout Northern Ireland.

## EQUAL OPPORTUNITIES STATEMENT

*Play Resource* is committed to the practice and promotion of equal opportunities in its role as an employer and as a provider of goods and services.

The centre is opposed to discrimination against people on the grounds of sex, race, nationality, age, class, religion, marital status, disability, sexuality, culture, family background, colour, political opinion and having a criminal record.

*Play Resource* urges its own member groups to develop their own clear policies of inclusive play provision – encouraging initiatives that will enhance the quality of opportunity for children and young people in Northern Ireland.

In pursuit of these aims the *Play Resource* will examine and regularly review policy and criteria and adapt them in accordance with changing needs.