



# Birthday Party Terms and Conditions



Please read the below information to understand our procedures for our Birthday Party programs.

## Booking Deposit

- A booking deposit of \$75.00 is to be paid at the time of booking your birthday party. This deposit is non-refundable and will hold your booking date & time
- For 'Life of the Party' room hire option, the \$50.00 room hire cost is to be paid in full, at the time of booking
- Emergency circumstances may warrant changes to your booking and/or attendance numbers. Such requests must be submitted to the centre prior to the booking date. These will be reviewed and may be granted at management's discretion.

## Booking Payment

- The remainder of the booking payment is required to be paid no later than the Monday prior to the party date. This payment is non-refundable. At this time, we will need to know a confirmed number of attendances and catering requirements
- When placing your booking, we need to know whether the attendances will be between 10-15 or 16-20 for staffing requirements. While exact numbers can be confirmed closer to the party date, they must be within the range previously stated
- If you wish to include the Red Dragon Inflatable, this must be stated at the time of placing your booking for staffing requirements
- Once the booking payment has been made, no further changes can be made to your booking
- No refunds are given for children who do not attend on the day.

## Additional Charges

- Please be aware that use of the 'Red Dragon' Inflatable incurs an additional charge. This charge covers the cost of additional staff required
- For 'Life of the Party' bookings centre casual entry fees are applicable. For all other party types, entry for attendees and spectators is included in party charges.

## Participation Numbers

- Please note our birthday party options cater for a minimum of 10 guests and a maximum of 20 guests (The Programs Team Leader may accept bookings of up to a maximum of 40 guests, based on availability). If numbers exceed 20 guests, additional costs will be incurred for staffing requirements.

## Party Structures

*Pool Party – 1hr aquatic activities + 45mins party room allocation.*

The aquatic activities will be structured as follows:

20mins aquatic games & 2 x 20mins aquatic attractions to be chosen by the booking contact at time of booking. The final 45mins of the party will be based in one of our 2 party rooms. This time is generally spent dining and singing happy birthday to birthday child. The party hosts will not be in the party room during this time.

*Have A Ball Party – 1hr stadium activities + 45mins party room allocation.*

The stadium activities will be structured as follows:

20mins stadium activities & 2 x 20mins sports games attractions to be chosen by the booking contact at time of booking. The final 45mins of the party will be based in one of our 2 party rooms. This time is generally spent dining and singing happy birthday to birthday child. The party hosts will not be in the party room during this time.

*Best Of Both Party – 1hr stadium activities + 1hr aquatic activities + 45mins party room allocation.*

The stadium and aquatic activities will be structured as follows:

15mins stadium activities & 2 x 20mins sports games attractions. This will be followed by 20mins aquatic games & 2 x 20mins aquatic attractions. Sport games attractions and aquatic attractions to be chosen by the booking contact at time of booking. The final 45mins of the party will be based in one of our 2 party rooms. This time is generally spent dining and singing happy birthday to birthday child. The party hosts will not be in the party room during this time.

*Life Of The Party – 1hr 45mins party room allocation.*

The party group will have a 1hr 45min allocation to the Party Room. The room can be utilised for dining, singing happy birthday to birthday child, and small scale, non active games. (Pass the parcel, pin the tail on the donkey etc.)

The party group will have general swim access to the aquatic facilities (where applicable) and must abide by all pool rules.

## Supervision

- For stadium and aquatic activities included in the *Pool Party, Have A Ball Party & Best Of Both Party*, such activities will be run by one (or 2 dependant on attendance numbers) of our qualified Program Leaders. The party group initially meets in the centre foyer, where the party host will meet and greet the group as a whole. The party children are fully supervised by the Program Leader staff member for the activity component of the party and up to the time the group arrives back to their party room
- Parents are required to supervise the duration of the party room allocation. If catering has been ordered through Aqualink café, catering will be delivered shortly after your group returns to the party room. A program leader staff member will be on shift within the facility. Should you have any questions, or require assistance, please see any staff member, and request the program leader to contact your party room.

## Activities (Minimum Ages)

<u>Game &amp; Age</u>	<u>5yr</u>	<u>6yr</u>	<u>7yr</u>	<u>8yr</u>	<u>9yr</u>	<u>10yr</u>	<u>11yr</u>	<u>12yr</u>
Party Games (shallow water activity)	Green	Green	Green	Green	Green	Green	Green	Green
Red Dragon Inflatable (exit into deep water)	Red	Green	Green	Green	Green	Green	Green	Green
Tarzan Rope (deep water activity)	Green	Green	Green	Green	Green	Green	Green	Green
Dive Boards (deep water activity)	Green	Green	Green	Green	Green	Green	Green	Green
Splash Pad Free Play (shallow water activity)	Green	Green	Green	Green	Green	Green	Green	Green

*For all activities, our general centre rules apply:*

- Children under 5 years must be constantly supervised by a parent/guardian. Adequate supervision requires the parent/guardian to accompany the child in the water and remain within arms reach of the child at all times
- Children aged 5 – 10 years must be actively supervised by an adult guardian at all times
- Parents/guardians supervising a group of children under the age of 5 years must not exceed the ratio 1:4
- Parents/guardians supervising a group of children aged between 5 - 10 years must not exceed the ratio 1:10
- Unsupervised children (of any age) will be removed from the water if the lifeguard is concerned for their safety.

## Food Information

- Catering menu options are available on a 'per person' order basis.
- Catering is to be ordered within the party booking order form.
- No changes are permitted to your catering order once the booking payment has been made.
- Please clearly state on your 'Birthday Party Catering Order Form' any special dietary requirements. Special dietary requests submitted after booking payment is made, are unable to be catered for.
- Booking groups are permitted to bring their own catering. If you are booking for 'Party Room 2', there is a fridge in this room that can be utilised by the booking group.
- No glassware and/or ceramic crockery is to be brought into the Centre.

## Additional equipment & games

- All games are located in the 'Learn to Swim Pool', '25m Indoor Pool', 'Dive Pool' or 'Splash Pad', depending on activity and availability
- All activities must be confirmed at the time of the booking payment being made
- All activities are subject to availability
- Each activity has specific rules and conditions of use. These are available upon request to the Programs Team Leader
- All children participating on the Tarzan Rope must be five years or over and confident of swimming in deep water
- Aqualink Box Hill reserves the right to refuse access to participants that are not of a suitable age or swimming ability on any of the equipment for safety reasons
- Flotation devices are not allowed when participating on the equipment for safety reasons
- All participants on the inflatables must be able to swim in the deep end of the 25m pool

If you have any further questions regarding your birthday party please contact the centre on **(03) 9843 2900**.

Surrey Drive, Box Hill VIC 3128 | T 03 9843 2900

<http://www.aqualink.com.au/Aqualink-Box-Hill-Page.html>