

The Wren School: Main Buildings Lettings

Facilities, Availability and Restrictions

Room / Area	Location	Suitable for....	Size	Facilities	Availability	Restrictions	One-off hourly charge	Regular user hourly charge	Discount for >10 sessions	Discount for >25 sessions	Day rate	Security deposit ⁴	Extra options
The Restaurant	Ground Floor	All ages, Parties, Large social gatherings	241m ²	Standard ¹ plus Servery area for self-catering	Evenings, 6:30 - 9:30 ²	Self-catering requires security deposit to cover cleaning and any damage to school equipment. Alcohol licence must be procured by hirer and evidenced beforehand.	See Restaurant rate on Pricing Sheet	See Restaurant rate on Pricing Sheet	Hourly rate reduced from #11	Hourly rate reduced from #26	---	£250	This area can be combined with other blue areas ²
					Weekends ³ , hourly or day rate	Self-catering requires security deposit to cover cleaning and any damage to school equipment. Alcohol licence must be procured by hirer and evidenced beforehand.	See Restaurant rate on Pricing Sheet	See Restaurant rate on Pricing Sheet	Hourly rate reduced from #11	Hourly rate reduced from #26	See Restaurant rate on Pricing Sheet	£250	This area can be combined with other blue areas ²
The Café	Ground Floor	Extension of Restaurant area only	98m ²	Standard ¹	Evenings, 6:30 - 9:30 ²		See Café rate on Pricing Sheet	See Café rate on Pricing Sheet	Hourly rate reduced from #11	Hourly rate reduced from #26	---	---	This area can be combined with other blue areas ²
					Weekends ³ , hourly or day rate		See Café rate on Pricing Sheet	See Café rate on Pricing Sheet	Hourly rate reduced from #11	Hourly rate reduced from #26	See Café rate on Pricing Sheet	---	This area can be combined with other blue areas ²
The Learning Resource Centre	Ground Floor	11+, informal groups, informal training, small ICT groups (max. 11)	151m ²	Standard ¹ plus Café for beverages/snacks (separate catering arrangement) and break-out area	Evenings, 6:30 - 9:30 ²	Requires security deposit to cover any damage to school equipment. No food or drink allowed in the LRC	See LRC rate on Pricing Sheet	See LRC rate on Pricing Sheet	Hourly rate reduced from #11	Hourly rate reduced from #26	---	£250	---
					Weekends, hourly or day rate	Requires security deposit to cover any damage to school equipment. No food or drink allowed in the LRC	See LRC rate on Pricing Sheet	See LRC rate on Pricing Sheet	Hourly rate reduced from #11	Hourly rate reduced from #26	See LRC rate on Pricing Sheet	£250	---
The Theatre	Ground Floor	All ages, Performances, Discos	208m ²	Standard ¹ plus music performance licence, plus Restaurant for beverages/snacks (separate catering arrangement) and break-out area, plus option of AV equipment	Evenings, 6:30 - 9:30 ²	Requires security deposit to cover any damage to school equipment. No food or drink allowed in the Theatre. Use of AV equipment requires a school technician, at extra cost (see AV Studio).	See Theatre rate on Pricing Sheet	See Theatre rate on Pricing Sheet	Hourly rate reduced from #11	Hourly rate reduced from #26	---	£250	This area can be combined with other blue areas ²
		Conferences		Standard ¹ plus music performance licence, flipcharts, bottled water and sweets, name plates, plus Restaurant for beverages/snacks (separate catering arrangement) and break-out area, plus option of AV equipment	Weekends ³ , hourly or day rate	Requires security deposit to cover any damage to school equipment. Only bottled water and sweets allowed in the Theatre at Conferences. Use of AV equipment requires a school technician, at extra cost (see AV Studio).	See Theatre rate on Pricing Sheet	See Theatre rate on Pricing Sheet	Hourly rate reduced from #11	Hourly rate reduced from #26	See Theatre rate on Pricing Sheet	£250	This area can be combined with other blue areas ²
The Studio	Ground Floor	All ages, Performances, Drama groups	92m ²	Standard ¹ plus music performance licence, plus Restaurant for beverages/snacks (separate catering arrangement) and break-out area	Evenings, 6:30 - 9:30 ²	Requires security deposit to cover any damage to school equipment. No food or drink allowed in the Studio.	See Studio rate on Pricing Sheet	See Studio rate on Pricing Sheet	Hourly rate reduced from #11	Hourly rate reduced from #26	---	£250	This area can be combined with other blue areas ²
					Weekends ³ , hourly or day rate	Requires security deposit to cover any damage to school equipment. No food or drink allowed in the Studio.	See Studio rate on Pricing Sheet	See Studio rate on Pricing Sheet	Hourly rate reduced from #11	Hourly rate reduced from #26	See Studio rate on Pricing Sheet	£250	This area can be combined with other blue areas ²

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Music Classroom	Ground Floor	All ages, music-making groups	61m ²	Standard ¹ plus access to percussive instruments and keyboards	Evenings, 6:30 - 9:30 ²	Requires security deposit to cover any damage to school equipment. Under-16s must be supervised by an adult. No food or drink allowed in the music classrooms.	See Specialist Classroom rate on Pricing Sheet	See Specialist Classroom rate on Pricing Sheet	Hourly rate reduced from #11	Hourly rate reduced from #26	---	£250	---
					Weekends, hourly or day rate	Requires security deposit to cover any damage to school equipment. Under-16s must be supervised by an adult. No food or drink allowed in the music classrooms.	See Specialist Classroom rate on Pricing Sheet	See Specialist Classroom rate on Pricing Sheet	Hourly rate reduced from #11	Hourly rate reduced from #26	See Specialist Classroom rate on Pricing Sheet	£250	---
Music Practice Rooms (2)	Ground Floor	Private music lessons, rehearsals (max. 4 persons)	8m ²	Disabled access, Wi-Fi, free parking (subject to availability), keyboard, music stands	Evenings, 6:30 - 9:30 ²	Requires security deposit to cover any damage to school equipment. No food or drink allowed in the practice rooms.	See Music Practice rate on Pricing Sheet	See Music Practice rate on Pricing Sheet	---	---	---	£250	---
					Weekends, hourly or day rate	Requires security deposit to cover any damage to school equipment. No food or drink allowed in the practice rooms.	See Music Practice rate on Pricing Sheet	See Music Practice rate on Pricing Sheet	---	---	See Music Practice rate on Pricing Sheet	£250	---
Food Technology Classrooms (2)	Ground Floor	11+, cooking, baking and nutrition groups (max. 21+1)	102m ²	Standard ¹ plus access to cookware and Food Technology Preparation Room	Evenings, 6:30 - 9:30 ²	Requires security deposit to cover cleaning and any damage to school equipment. No food is to be stored in the refrigerator beyond the booked session. Dishwasher must be fully loaded and started before exit.	See Technology Classroom rate on Pricing Sheet	See Technology Classroom rate on Pricing Sheet	Hourly rate reduced from #11	Hourly rate reduced from #26	---	£250	---
			107m ²										Weekends, hourly or day rate
The Sunken Garden	Ground Floor	All ages, Outdoor Performances, Drama groups, Parties, Social Events		Standard ¹ plus music performance licence, plus Restaurant and/or Café for beverages/snacks (separate catering arrangement) and break-out area, AC/DC power supply, plus option of AV equipment	Evenings, 6:30 - 9:30 ²	Requires security deposit to cover littering and any damage to school grounds. Alcohol licence must be procured by hirer and evidenced beforehand.	See Sunken Garden rate on Pricing Sheet	See Sunken Garden rate on Pricing Sheet	Hourly rate reduced from #11	Hourly rate reduced from #26	---	£250	This area can be combined with other blue areas ² AV equipment hire available
					Weekends ³ , hourly or day rate	Requires security deposit to cover littering and any damage to school grounds. Alcohol licence must be procured by hirer and evidenced beforehand.	See Sunken Garden rate on Pricing Sheet	See Sunken Garden rate on Pricing Sheet	Hourly rate reduced from #11	Hourly rate reduced from #26	See Sunken Garden rate on Pricing Sheet	£250	This area can be combined with other blue areas ² AV equipment hire available

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AV Studio	First Floor	Individuals or groups performing and recording music, operation of disco lighting (own supplied) for Theatre users	17m2	Disabled access, Wi-Fi, AV equipment (details available on request), technical support, free parking (subject to availability)	Evenings, 6:30 - 9:30 ²	Requires security deposit to cover any damage to school equipment. Rental of this facility requires a school technician. No food or drink allowed in the AV studio.	See AV Studio rate on Pricing Sheet	See AV Studio rate on Pricing Sheet	Hourly rate reduced from #11	Hourly rate reduced from #26	---	£250	This area can be combined with other blue areas ²
					Weekends ³ , hourly or day rate	Requires security deposit to cover any damage to school equipment. Rental of this facility requires a school technician. No food or drink allowed in the AV studio.	See AV Studio rate on Pricing Sheet	See AV Studio rate on Pricing Sheet	Hourly rate reduced from #11	Hourly rate reduced from #26	See AV Studio rate on Pricing Sheet	£250	This area can be combined with other blue areas ²
Standard Classrooms	First and Second Floors	11+, formal training, meetings (max. 28)	53m2	Standard ¹ plus Café for beverages/snacks (separate catering arrangement) and break-out area	Evenings, 6:30 - 9:30 ²	Requires security deposit to cover any damage to school equipment. No food or drink allowed in the classrooms.	See Standard Classroom rate on Pricing Schedule	See Standard Classroom rate on Pricing Schedule	Hourly rate reduced from #11	Hourly rate reduced from #26	---	£250	Additional classrooms are available at a discounted rate
					Weekends, hourly or day rate	Requires security deposit to cover any damage to school equipment. No food or drink allowed in the classrooms.	See Standard Classroom rate on Pricing Schedule	See Standard Classroom rate on Pricing Schedule	Hourly rate reduced from #11	Hourly rate reduced from #26	See Standard Classroom rate on Pricing Schedule	£250	Additional classrooms are available at a discounted rate
					Weekdays, by appointment	All attendees must have suitable DBS clearance. No food or drink allowed in the classrooms.	See Standard Classroom rate on Pricing Schedule	See Standard Classroom rate on Pricing Schedule	---	---	See Standard Classroom rate on Pricing Schedule	---	Additional classrooms are available at a discounted rate
ICT Suite (2)	First Floor	11+, large ICT groups (max. 28+1)	62m2	Standard ¹ plus Café for beverages/snacks (separate catering arrangement) and break-out area. Technician maybe required	Evenings, 6:30 - 9:30 ²	Requires security deposit to cover any damage to school equipment. No food or drink allowed in the ICT suites.	See ICT Suite rate on Pricing Schedule	See ICT Suite rate on Pricing Schedule	Hourly rate reduced from #11	Hourly rate reduced from #26	---	£250	---
					Weekends, hourly or day rate	Requires security deposit to cover any damage to school equipment. No food or drink allowed in the ICT suites.	See ICT Suite rate on Pricing Schedule	See ICT Suite rate on Pricing Schedule	Hourly rate reduced from #11	Hourly rate reduced from #26	See ICT Suite rate on Pricing Schedule	£250	---
Art Classroom	Third Floor	11+, fine art and sculpture groups	96m2	Standard ¹ , plus Café for beverages/snacks (separate catering arrangement) and break-out area	Evenings, 6:30 - 9:30 ²	Requires security deposit to cover any damage to school equipment. All materials must be supplied by hirer. No food or drink allowed in the classrooms	See Art Classroom rate on Pricing Schedule	See Art Classroom rate on Pricing Schedule	Hourly rate reduced from #11	Hourly rate reduced from #26	---	£250	---
					Weekends, hourly or day rate	Requires security deposit to cover any damage to school equipment. All materials must be supplied by hirer. No food or drink allowed in the classrooms	See Art Classroom rate on Pricing Schedule	See Art Classroom rate on Pricing Schedule	Hourly rate reduced from #11	Hourly rate reduced from #26	See Art Classroom rate on Pricing Schedule	£250	---
Textiles Classroom	Third Floor	11+, sewing groups (max. 21)	95m2	Standard ¹ , sewing machines, plus Café for beverages/snacks (separate catering arrangement) and break-out area	Evenings, 6:30 - 9:30 ²	Requires security deposit to cover any damage to school equipment. All materials must be supplied by hirer. No food or drink allowed in the classrooms	See Specialist Classroom rate on Pricing Sheet	See Specialist Classroom rate on Pricing Sheet	Hourly rate reduced from #11	Hourly rate reduced from #26	---	£250	---
					Weekends, hourly or day rate	Requires security deposit to cover any damage to school equipment. All materials must be supplied by hirer. No food or drink allowed in the classrooms	See Specialist Classroom rate on Pricing Sheet	See Specialist Classroom rate on Pricing Sheet	Hourly rate reduced from #11	Hourly rate reduced from #26	See Specialist Classroom rate on Pricing Sheet	£250	---

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Design Technology Classroom	Third Floor	11+, woodworking, metalworking and CAD groups	151m ²	Standard ¹ plus Café for beverages/snacks (separate catering arrangement) and break-out area	Evenings, 6:30 - 9:30 ²	Requires security deposit to cover any damage to school equipment. Rental of this facility requires a school technician. All materials must be supplied by hirer. No food or drink allowed in the classrooms	See Technology Classroom rate on Pricing Sheet	See Technology Classroom rate on Pricing Sheet	Hourly rate reduced from #11	Hourly rate reduced from #26	---	£250	---
					Weekends, hourly or day rate	Requires security deposit to cover any damage to school equipment. Rental of this facility requires a school technician. All materials must be supplied by hirer. No food or drink allowed in the classrooms	See Technology Classroom rate on Pricing Sheet	See Technology Classroom rate on Pricing Sheet	Hourly rate reduced from #11	Hourly rate reduced from #26	See Technology Classroom rate on Pricing Sheet	£250	---
Conference Room	Third Floor	18+, formal meetings, confidential panels, training (max. 10)	38m ²	Standard ¹ , privacy screen, plus beverages/snacks served in room (separate catering arrangement)	Evenings, 6:30 - 9:30 ²	Requires security deposit to cover any damage to school equipment.	See Conference Room rate on Pricing Schedule	See Conference Room rate on Pricing Schedule	Hourly rate reduced from #11	Hourly rate reduced from #26	---	£250	---
					Weekends, hourly or day rate	Requires security deposit to cover any damage to school equipment.	See Conference Room rate on Pricing Schedule	See Conference Room rate on Pricing Schedule	Hourly rate reduced from #11	Hourly rate reduced from #26	See Conference Room rate on Pricing Schedule	£250	---
					Weekdays, by appointment	All attendees must have suitable DBS clearance	See Conference Room rate on Pricing Schedule	See Conference Room rate on Pricing Schedule	---	---	See Conference Room rate on Pricing Schedule	---	---

N.B. Areas highlighted in blue can be combined together and further discount rates are available on application.

1 Standard facilities include disabled access, Wi-Fi, ICT provision and technical support, free parking (subject to availability). Catering can be provided at additional cost by Caterlink - please see their brochure and order form for prices.

2 Later times may be available for one-off events.

3 Weekend standard hours are 9am-6pm.

4 Security deposit of £250 covers all concurrent bookings.