

## MANAGEMENT OF YOUR GROUP

Dunfield House Limited Managers, Board and Trustees recognise that they have a duty of care to groups who visit Dunfield House & The Stables. They have implemented assessments, checks and procedures which are reviewed at regular intervals. However, the designated group leader of your party remains responsible for the supervision and safety of all group members for the duration of your stay.

Dunfield House Limited provides accommodation, meals (if catered service is booked) and a maintenance service. Dunfield House Limited does not employ staff to supervise your group.

***As group leader you should be aware that it is your responsibility to ensure that:-***

- people visiting Dunfield in your charge must be supervised at all times to ensure their safety
- you should check facilities onsite before the commencement of any activities and any issues or concerns must be reported to Dunfield House Limited prior to the activity taking place
- you are responsible for writing risk assessments specific to members of your group and the activities that your group will carry out as part of your visit to Dunfield House and/or Stables

***PLEASE NOTE:*** General risk assessments for the property are available on request

## DECLARATION

**I have read and understood the requirements of the 'management of your group' information above and have access to the group information file supplied by Dunfield. Where necessary, I will inform Dunfield House Limited of any issues or concerns which may arise as a result of managing the people in my group or of using any of the facilities provided.**

Signed \_\_\_\_\_ Print Name \_\_\_\_\_