School Tours Terms & Conditions

Please review the following terms and conditions carefully.
By booking a tour with Mardyke Arena, you agree to comply with the policies outlined below.

Mardyke Arena
UNIVERSITY COLLEGE CORK

BOOKING PROCEDURE

- To secure your tour, please complete and return the booking form along with a 25% booking deposit to Mardyke Arena within 14 days of your provisional booking.
- The tour program will be based on the number of participants specified in the booking form. Any changes to the number of participants must be confirmed inwriting at least one month before the tour date
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GENERAL INFORMATION

- Tours are available in May and June. We recommend booking early to avoid disappointment.
- Activities will commence promptly at either 10:00 AM or 1:00 PM, depending on your chosen time slot.
- Tour groups should arrive no earlier than 15 minutes before the first scheduled activity to avoid delays. Please note that we cannot compensate for latearrivals.
- Groups will be divided into smaller sub-groups based on age and the number of children. Activities will be tailored to suit each age group. Teachers will receive pre-tour communication detailing the required group arrangements.
- Activities are subject to availability. While we strive to accommodate all requested activities, some may be unavailable on certain dates. In such cases, we will provide ample notice and request that you select alternative activities.
- Teachers will receive a copy of the tour timetable one week in advance.
- If you need to adjust activities or lunch breaks, please contact the Children's Activity Coordinator at childrensactivity@ucc.ie at least 48 hours prior to yourtour date.
- Participants must remain within the building during their scheduled time slots, and teachers are required to stay on the premises for the duration of the tour.
- Participants should bring appropriate swimwear, including a swim hat if swimming is part of the activities. Suitable sports clothing and runners must be worn.
- Please inform Children's Activity Coordinator at childrensactivity@ucc.ie at least 48 hours prior any participant who has a medical condition or limitation thatcould affect their ability to participate in activities when submitting the booking form.
- Mardyke Arena is not responsible for any lost, stolen, or damaged items on the premises or grounds.
- Participants should bring sufficient food and drinks for the day's activities, as Mardyke Arena does not provide meals for tour participants.

FINANCIAL TERMS

- A deposit of 25% of the total cost, based on the number of participants specified on the booking form, is required with the booking form.
- The remaining 75% balance is due at least one month before the tour date, payable by bank transfer, cheque, or credit card over the phone. Cheques should be made payable to Mardyke Leisure (UCC) DAC or Mardyke Arena.
- Please note that charges will apply based on the number of students confirmed one month before your tour date.
- No refunds will be issued for students who do not attend on the day of the tour.

CODE OF CONDUCT

- All tour participants must adhere to the rules and regulations of Mardyke Arena.
- Teachers and participants are expected to follow all instructions and guidance provided by Mardyke Arena staff during the activities.

CANCELLATION AND ALTERATION POLICY

- Please note that deposits are non-refundable and non-transferable in the event of a cancellation.
- Hospitality, including tea/coffee and light refreshments, will be provided for teachers on the day of your tour. Please indicate the number of teachers and SNAs attending.
- Cancellations must be submitted in writing at least 30 days before the scheduled tour date.
- Mardyke Arena reserves the right to refuse entry or terminate a booking if necessary.
- In rare cases where the facility is needed for another purpose, Mardyke Arena may cancel a booking. Advance notice will be provided in writing.

By confirming your booking, you acknowledge that you have read, understood, and agree to abide by these terms and conditions www.mardykearena

Signed: _____ **Date:** _____

On behalf of the hirer

MARDYKE LEISURE (UCC) DAC, MARDYKE WALK, CORK.
childrensactivity@ucc.ie mardykearenaucc mardykearenaucc

CONTACT THE CHILDREN'S ACTIVITY TEAM FOR REGISTRATION
021 4904762 or childrensactivity@ucc.ie

Mardyke Arena
UNIVERSITY COLLEGE CORK



FUN 4 KIDS

SCHOOL TOUR

BROCHURE & BOOKING FORM

ACTIVITIES PACKAGES



TAILORED ACTIVITIES

Programmes designed to suit your school's needs.

FUN & PLAY

designed just for kids.



ABOUT THE MARDYKE ARENA

for every student.

SOMETHING FOR EVERY CLASS

INFANT CLASSES
JUNIOR CLASSES
SENIOR CLASSES

From infants experiencing their very first school tour to senior classes looking for exciting challenges, the Mardyke Arena offers tailored activities for every age group. Our expert team ensures a fun, safe, and memorable day for all students.

MARDYKE LEISURE (UCC) DAC, MARDYKE WALK, CORK.
childrensactivity@ucc.ie mardykearenaucc mardykearenaucc

CONTACT THE CHILDREN'S ACTIVITY TEAM FOR REGISTRATION
021 4904762

INTRODUCTION

We offer children a unique school tour experience introducing children to different activities delivered in a fun and enthusiastic manner by our qualified and experienced staff.

We offer activities suitable for all abilities and tailor programmes to cater for the needs of the school with an emphasis on fun and involvement for all. We will customise a package based on your activity choices and liaise with teachers in advance of your tour to ensure all requirements are catered for.

Schools will work in their own school groups for the duration of the tour. Additional schools may be present on site but will not mix.





WHY CHOOSE THE MARDYKE ARENA?

- State of the art facilities.
- Qualified and enthusiastic sports leaders and helpers.
- Safe, encouraging and inclusive environment.
- We cater for groups ranging from 16-160 children per timeslot.
- Wide range of activities catering for all classes and abilities.
- Access to both pool and wall services in the same facility.
- Flexible starts and finishes for schools travelling long distances.
- Convenient to other amenities nearby such as Wilton Shopping Centre, UCC, Cork Gaol, Fitzgerald Park, Lifetime Lab.
- All activities are indoor unless weather suitable for outdoor activities.
- All activities fully supervised and leader led.
- We design the package to meet your schools requirements and preferences.
- Hospitality provided for teachers and SNAs.

TIMETABLES WILL BE SENT IN ADVANCE TO ASSIST TEACHERS WITH THE STRUCTURE OF THEIR DAY

JUNIORS & SENIORS

Activity Duration 30 minutes. Junior and Senior Infants

At the Mardyke we understand that this may be some children's first tour and such a big adventure for all involved. We offer a friendly and welcoming environment with staff that have experience in working with younger children. All activities will last 25–30 minutes in duration with a 'double class' of 1 hour allocated to Swimming. This will ensure adequate changing and play time in the pool. Infants will get a supervised 15 minute break during a 3 hour tour and a second 20 minute break during a 4/5 hour tour.

1ST TO 3RD CLASSES

Activity Duration 30–45 minutes. 1st – 3rd class

Our junior tour programme offers an experience which is focused on fun and involvement for all. This is done by primarily adopting a games based approach to all activities. We ensure all participants have an active role in each activity.
Junior and senior classes 30–45 minutes
Swimming 45 minutes (can be extended on request)

4TH TO 6TH CLASSES

Activity Duration 30–45 minutes. 4th – 6th class

Our mission for all our tours is to provide students a positive and memorable experience of their visit to the Mardyke Arena. A games based approach is adopted for all activities in this tour category with the emphasis being placed on fun and enjoyment.

Classes are advised to arrive in the Arena 15 minutes before the scheduled tour start. We advise teachers to carefully plan their departure from the school to co-ordinate with this request. Schools that arrive late for a tour may miss their first activity as we cannot amend the daily schedule or extend the tour times.

A staff member will meet and greet the tour at the gate on Mardyke Walk and escort the children and teachers to their assembly in the Mardyke Arena. We expect teachers to divide the group into smaller groups prior to arrival to the Arena as advised in advance of tours, in order to avoid delayed start times. We will advise teachers of the number of groups required in advance of the tour to allow for pre-planning.

Staff will note attendance and update the medical log for each group. A staff member will address the groups and outline some important policies before the commencement of the activities.

3 Hour Tours – Infants, Junior and Senior classes are allocated a 15 minute break mid way through the tour programme.

4/5 Hour Tours – Infants, juniors and seniors have mid-morning 15 minute break and an afternoon 20 minute.

Teachers may request additional break for infants when completing the booking form and prior to receipt of tour schedule. Teachers are required to attend to their classes during break times.

Please note we can't accommodate a break at the end of the booked school tour slot.



TIMESLOTS

Choose from the following timeslot:

OPTION 1 10 – 1pm €20.50

Schools can select a maximum of 5 activities during this time slot. Please note children will require extra time for the wall and swimming activities. If you choose both swimming and wall then you are limited to 4 activities in total. Children will have one short break of 10–15 minutes during this timeslot.

OPTION 2 10 – 2pm €22.50

Schools can select a maximum of 6 activities during this time slot. Please note children will require extra time for the wall and swimming activities. If you choose both swimming and wall then you are limited to 5 activities in total. Infants will have one short break of 10 minutes during this timeslot and a second break of 15–20 minutes during this period. Junior and Senior groups will have one break of 25 minutes.

OPTION 3 10 – 3pm €24.50

Why not spend the day in the Mardyke Arena? Exceptional value for money! Choose up to 8 activities for the day. If you choose both swimming and wall then you are limited to 7 activities in total. Children will have one break of 25 minutes. Junior and Senior infants will have 2 breaks.

OPTION 4 1 – 4pm €16.50

Why not stop off at the Mardyke on your way home from visiting one of the city's many other amenities. Schools can select a maximum of 5 activities during this time slot. Please note children will require extra time for the wall and swimming activities. If you choose both swimming and wall then you are limited to 4 activities in total. Children will have one short break of 10–15 minutes during this timeslot.

If you are looking for alternative time slots, please do not hesitate to contact us.

HOW TO BOOK

Contact the team on 021 4904762 or childrensactivity@ucc.ie to provisionally book a tour.

We advise primary schools to book early for tours in May and June to avoid disappointment.

Any queries please send an email to childrensactivity@ucc.ie

We will endeavour to get back to you as soon as possible.

Please note a 25% deposit is required to confirm all bookings.

SCHOOL TOUR BOOKING FORM

School Name:

Address:

Booking Person:

Tel. No.:

Email:

Date Required: Total No of Participants:

Time Slot Options (Please tick your preferred time slot.)

10am–1pm ◯ 10am–2pm ◯ 10am–3pm ◯ 1pm–4pm ◯

Other

Deposit Enclosed Yes ◯ No ◯

Amount

Medical Conditions/Additional Need:

Should you require any additional provisions for your group you are required to inform us on booking.

Please specify the number of participants in the following age groups

Jun/Sen Infants ☐ 1st – 3rd Class ☐

4th – 6th Class ☐ Teachers//SNA ☐

Please number activities in order of preference with number 1 being the most preferred activity.

Juniors / Seniors

Activities	Preference	Activities	Preference
Bouncy Castle		Mini Games	
Lego		Junior Basketball	
Swimming		Giant Bowling	
Space Hoppers		Target Challenge	
Polydron		Parachute Games	
Mini Obstacles		Body Boogy	

1st - 3rd Class

Activities	Preference
Obstacle Course	
Swimming	
Climbing Wall	
Hockey	
Pickleball	
Tug of War	
Basketball	
Team Challenges	
Dodgeball	
Fun Fitness	
Volleyball	
Skipping Skills	
Body Boogy	
Tennis	
Badminton	
Monkey Football	

4th - 6th Class

Activities	Preference
Climbing Wall	
Swimming	
Hockey	
Fun Fitness	
Volleyball	
Body Boogy	
Soccer	
Basketball	
Tennis	
Dodgeball	
Team Building	
Badminton	
Pickleball	
Tag Rugby	

ACCOUNTS PERSONAL ONLY

Accounts Contact Name: _____

Accounts Payable E-mail: _____

Accounts Payable Phone contact: _____

Purchases Order Number Required: Yes ◯ No ◯