



Make Space Membership Agreement

We wish to join the Make Space membership scheme and register our commitment to developing a Make Space club.

Before completing a Make Space Membership Application Form, which can be completed online at www.makespace.org.uk or in hard copy format, we are required to have read, understood and agreed to the terms and conditions of this Membership Agreement.

We understand that:

1. Membership of the Make Space scheme does not confer Make Space club status. Make Space club status is dependent on satisfying the Make Space team that the core criteria of a Make Space club (which can be varied from time to time; the current criteria are listed below) have been met.

We undertake to work towards meeting the core criteria, which are the minimum requirements for achieving and retaining Make Space club status.

Make Space core criteria

A Make Space club:

- Is a dynamic and contemporary out of school hours facility for 11–19 year olds
- Provides a safe and accessible environment appropriate to young people
- Is based around a chill out space where young people can relax, meet their friends and enjoy their leisure time in comfortable surroundings
- Has a quiet space where young people can access computers and the internet, study, or read in peace
- Offers an activity space, or access to local facilities, providing young people with a range of sporting, arts and other opportunities
- Is consultative, with mechanisms in place to involve young people in all aspects of their club.

In addition, Make Space clubs work towards:

- Opening regularly after school (from 3.45pm until 9.00pm) and during the school holidays when young people (11-19) need it most
- Providing advice for young people on personal relationships, social and health issues
- Developing a membership scheme for access to the club
- Implementing a fee structure to support the sustainability of the club.

2. Clubs that meet all the Make Space core criteria are entitled to display Make Space branding.

Following confirmation of Make Space club status, we will receive a Make Space plaque, which we will display prominently at the club premises, plus official Make Space branding which we will incorporate on club stationery and all communications tools (such as press releases, newsletters, advertisements, etc.).

3. Unless and until we receive confirmation that we have achieved Make Space status we will not be entitled to use any Make Space branding, whether at the club premises or on stationery or in communication tools, nor describe or otherwise hold ourselves up as being a Make Space club.
4. In the event that we achieve Make Space club status but subsequently lose it, we undertake that immediately after being notified of such loss we will remove all Make Space branding from our premises, stationery and communication tools and cease to describe ourselves as a Make Space club. All Make Space branding will be returned to the Make Space team or, failing that, destroyed.
5. By registering as a Make Space member, our name and address will be stored on a database enabling Make Space to send us information about future events, products and services by email, direct mail, fax or phone.
6. By registering as a Make Space member we agree to our club/setting name, address details (town and region only) and website address (if provided) being displayed online at www.makespace.org.uk as part of the Make Space member map. If any interested parties wish to contact us, we give Make Space permission to contact us with the details of the interested party.

We acknowledge and understand all of the above. We understand that we will receive our Make Space membership number and access to the first level of membership benefits when the Make Space team has received and processed our Membership Application Form.

We agree to notify the Make Space team as soon as the core criteria are in place at our club. We understand that a visit will be arranged by one of the Make Space team to confirm that core criteria are being met, and, subject to the Make Space team agreeing that core criteria are met, Make Space club status will then be conferred. We will also notify the Make Space team promptly if any of the core criteria are no longer met or if there is a major change to the club. We acknowledge that the decisions of the Make Space team as to whether any of the core criteria are met, and thus whether we should receive or retain Make Space club status, are final.

Make Space aims to create a strong, united network of clubs. In joining the Make Space network, we understand and support this aim and will seek to participate, whenever possible, in Make Space initiatives and programmes. We further agree to participate in and support activities to publicise Make Space in the media.

This Membership Agreement will be binding on the club for as long as it is a member of Make Space. We advise you to retain a copy of this Agreement for your own records.

If you have any queries regarding this Membership Agreement, please contact us.

Call the Information Helpline: 020 7512 2100

Email Make Space: information@makespace.org.uk

Write to us at:

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c/o 4Children
City Reach
5 Greenwich View Place
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