



Bookings Information Document

Helping you plan your visit to Corrymeela

Accommodation

Meeting Spaces

Catering

Keeping You Safe





The Main House

Bedroom Configuration and Lounge Spaces Available



Accommodation Configuration: Main House Accommodation (SHARED BATHROOMS)

(Accessible bedrooms / bathrooms on ground floor only—no lift to the first floor)

Single = 1 Single Bed

Twins = 2 Single Beds

Triple = 1 Bunk Bed & 1 Single Bed

Quadruple = 1 Bunk Bed & 2 Single Beds

Rathlin Wing: 34 Beds

Ground Floor: 6 Bedrooms

2 Singles, 3 Triples, 1 Quadruple

First Floor: 7 Bedrooms

2 Singles, 3 Triples, 2 Quadruples

Fairhead Wing: 26 Beds

Ground Floor: 5 Bedrooms

2 Singles, 2 Twins, 1 Quadruple

First Floor: 7 Bedrooms

2 Singles, 2 Twins, 3 Triples, 1 Quadruple



Small Lounge: Max Capacity 12

Available WiFi Connection

Fitted Smart TV (HDMI)

Hearing Loop



Main Lounge: Max Capacity 40

Available WiFi Connection

Fitted Smart TV (HDMI)

Hearing Loop



Dell View: Max Capacity 15

Available WiFi Connection

Fitted Smart TV (HDMI)

Hearing Loop

Please ensure that you request the appropriate lounges for your programme requirements. You can request the use of more than one lounge in the case of a requirement for breakout rooms.



The Davey Village

Bedroom Configuration and Lounge Spaces Available



Accommodation Configuration: Davey Village Accommodation (ALL ENSUITE BEDROOMS)

(Accessible unit)

Singles = 1 Single Bed

Twins = 2 Single Beds

Triple = 3 Single Beds

Knocklayd Wing: 21 Beds

10 Bedrooms

3 Singles, 3 Twins, 4 Triples

Kenbane Wing: 17 Beds

9 Bedrooms

2 Singles, 6 Twins, 1 Triple



Kenbane Lounge:

Max Capacity 32

Available WiFi Connection
Fitted Data Projector and Screen
Hearing Loop



Fitzpatrick Lounge:

Max Capacity 15

Available WiFi Connection
Hearing Loop



Falbane Lounge:

Max Capacity 25

Available WiFi Connection
Fitted Smart TV (HDMI)
Hearing Loop

Please ensure that you request the appropriate lounges for your programme requirements. You can request the use of more than one lounge in the case of a requirement for breakout rooms.



The Croí and Additional Spaces



The Croí (Pronounced cree—Irish for heart)

Small Croí:

Max Capacity 25 (plus cushions)

Available WiFi Connection

It is possible to open these spaces together to make one large room to accommodate larger groups

Large Croí:

Max Capacity 80 (theatre style)

Or smaller groups in circles

Available WiFi Connection

Fitted Smart TV (HDMI)

Lectern Available

Worship in The Croí

You are warmly invited to join us in the Croí where we come together for worship or reflection. Morning worship involves a 30 minute Quaker style silent reflection which concludes with a short liturgy. Evening worship sessions vary in style and format depending on who is leading, but generally include a 10-15 minute space of reflection.

Monday	9:00am Only	
Tuesday	9:00am	9:00pm
Wednesday	9:00am	9:00pm
Thursday	9:00am	9:00pm
Friday	9:00am	9:00pm
Saturday	9:00am	9:00pm
Sunday	12:30pm Only	

Additional Spaces

Tara Playroom:

We have a designated games room available for your group. If you require this space, you must book this as part of your booking.

We have foosball, 2 pool tables and table tennis.

This space must be supervised by a group leader at all times.



Tara Arts and Crafts:

We have a dedicated space for your group to participate in Arts and Crafts activities.

If you require this space, you must book this as part of your booking. We have some arts and crafts materials which you can use, but you are welcome to bring additional craft materials with you.

This space must be supervised by a group leader at all times.



Catering and Hospitality



DIETARY

NOTES

HALAL	Dietary requests should be submitted at least 4 weeks prior to arrival.
VEGETARIAN	Requests made outside this timeframe cannot be guaranteed.
VEGAN	Due to operational demands we can no longer offer to fulfil all dietary preferences.
GLUTEN FREE	We consider our guests to be part of our community, so we invite participants to help us dry dishes and clear tables after each meal.
DAIRY FREE	
*NUT FREE SITE	Our intention is to minimise risk to all guests/staff/volunteers/members who have nut allergies, whilst also appreciating that we cannot ensure all food items brought in through our kitchen are nut free due to manufacturing. <u>We ask all guests/staff/volunteers/members to NOT bring any products containing nuts to our Centre.</u>

Due to Health and Safety Regulations you are not permitted to bring any home baked / home cooked foods to the Centre



CATERING & HOSPITALITY	NOTES
Breakfast: 830am	Porridge, cereal selection, fresh fruit, toast, tea/coffee/juice
Mid Morning Refreshment Break	Tea, coffee, water, biscuits, fruit
Lunch: 1pm	Hot meal and salad bar
Packed Lunch (if requested)	Sandwich/roll, crisps, bottle of water, fruit, packet of biscuits
Mid Afternoon Refreshment Break	Tea, coffee, water, biscuits, fruit
Dinner: 6pm	Hot meal and salad bar and a sweet treat
Supper: 930pm	Hot chocolate and toast



Additional Information

Wi-Fi:



We offer a limited, managed service with a bandwidth cap, only available in communal areas, but please be aware that due to our rural location, download speeds may be slow.

Evaluation:

At the end of your stay you will be invited to participate in evaluation. We value your honest feedback so that we can continuously improve our hospitality and the programming needs of groups.



Housekeeping policies for residential guests

- As part of creating an environment of openness and trust, bedrooms at Corrymeela are intentionally designed so they can be locked when you are inside the room, but cannot be locked from the outside. We ask that you respect the privacy and space of others in their rooms. Guests are responsible for their own personal belongings during their stay. (If you have any valuables you do not wish to leave in your rooms, there is a safe at reception where they can be stored).
- Bed linen is provided in all bedrooms.
- We do not offer laundry facilities to our guests.
- Bath towels are not provided, please ensure your participants bring their own towels.
- We have a limited number of cots available for small children, but we ask that you provide your own bedding for cots.
- All guests must vacate their bedrooms by 10am on the day of departure (including removal of all belongings) to enable the turnover of bedrooms for the arrival of the next group. If necessary we will provide a space for storage of luggage until your group departs.
- As part of community life, we ask that before you leave you help by stripping your bed.

Keeping You Safe

Cover

On your arrival, our Cover person will provide a Welcome and Health & Safety Talk to your group, which lasts approx. 10 minutes, please allow time for this. During your time here, there will always be a Cover person available to answer questions or assist with any problems you are experiencing. You can contact the Cover person on 07749 428 394.



First Aid

Corrymeela does not provide first aid for your group members. As leaders/facilitators/teachers/parents, you are responsible for any first aid requirements for your group members.



No smoking or vaping inside any building

We ask all guests who smoke or vape to do so in designated areas outside.



Night Round / Lock Up

Due to fire regulations, registration, and health and safety, the main doors of each building are locked at mid-night. As the buildings are secured all guests staying in the Main House and Davey Village are asked to be back in their allocated units by midnight. You are welcome to stay up and use the lounges and dining area etc as long as you need.



Supervision of Children and Teenagers

Corrymeela is NOT responsible for the supervision of children or teenage group members. It is your responsibility to maintain primary responsibility for your children and young people and experience the programme alongside them. This means that the supervision of all group members is your responsibility.

Alcohol and Drugs Policy

The Corrymeela Community is committed to creating a 'safe space' that ensures the health, safety and welfare of staff, volunteers, members and all guests visiting or staying residentially. Guests, visitors, groups are NOT permitted to consume or store alcohol or illegal drugs onsite during their programme / events at the Corrymeela Centre, Ballycastle. Guests/participants who would like to enjoy an alcoholic drink in the evening may do so, OFF SITE in one of the local bars in Ballycastle.

