



# Venue Hire 2020/2021





# Welcome, to Victoria College

## Iconic spaces for unforgettable events

Victoria College is a truly memorable setting for your event. It's perfect for wedding ceremonies, a wedding breakfast or reception, dinners, conferences or other special occasions.

The unique and impressive buildings are steeped in Jersey history and sit high on a hill above St Helier with panoramic views out to sea.

Victoria College is made up of several buildings some of which are available to hire for your special event:

- The Great Hall
- De Quetteville Library
- Howard Davis Theatre
- Victoria College Bistro
- Victoria College Prep
- College Field & Heathfield

In this brochure you will find an outline of our key venue spaces, and their prices.

Please note that all prices are fixed, and are subject to 5% GST (which will be added to your invoice).

## Wedding Receptions and Corporate Hire

Contact: Claire  
Rowland, Head of  
Marketing

c.rowland@vcj.sch.je | 01534  
638280 | 07797 755472

## Wedding Ceremonies

Contact: Jersey  
Heritage

venuehire@jerseyheritage.  
org | 01534 633312 | www.  
jerseyheritage.org/venue-hire



# The Great Hall

The historic Great Hall is at the heart of our original and most impressive building, which dates back to 1852.

It is set high on a hill with panoramic views over St Helier and the College lawn.

You enter through double-height timber doors at the front of the magnificent façade, up a curving granite staircase to the first floor.

This grand room has high vaulted ceilings and beautiful hammer beam roof combined with elegant period windows and original wood panelling. This large space is intimate and welcoming.

The Great Hall is the centrepiece of school life and the venue for many major school events but it is also used for prestigious dinners, award ceremonies and, of course, wedding breakfasts and evening receptions.

The Great Hall has a large raised stage and is able to accommodate up to 380 guests for award ceremonies and approximately 130 guests for dinner events, with room for a dance floor.

## Availability

We are unable to take any bookings between April and June due to the exam timetable.

**40-250 capacity**  
Wedding Ceremony

**130 capacity**  
Formal Dinner

**1.00am**  
Licence

**30m x 8.5m**  
Dimensions

**£2,400\* (+GST)**  
Wedding/Corporate Hire  
Packages

\*Fee for 2021. Based on the use of the Great Hall, DQ Library, and adjoining outside areas for the day/evening. This fee is subject to annual inflation.



# De Quetteville Library

The De Quetteville Library is an extremely handsome room next to the Great Hall that is ideal for more intimate wedding ceremonies, canape receptions, pre-dinner drinks or smaller events.

It has a high vaulted ceiling and is lined with bookshelves and carved panels of Austrian oak designed by S K Greenslade. This room will seat up to 60 guests for a civil ceremony.

Both the Great Hall and De Quetteville library are fully licensed for civil wedding ceremonies.



## Additional venue spaces

### Howard Davis Theatre (HDT)

The building houses the Howard Davis Theatre, a working performance space with banked seating which seats an audience of 130.

It is ideal for lectures or performances and has a backstage area and small balcony.

The Howard Davis Theatre was presented to Victoria College by Mr and Mrs T B Davis in 1935 in memory of their son.

### College Field & Heathfield

The sports fields are available to hire when the College is not in session.

If any preparation of the facilities be required, the time of the groundsman will be charged as an additional cost.

### Bistro Victoria

The Bistro is a flexible space that can seat up to 230 guests and is an ideal venue for informal events.

The facility is operated by Jersey Pottery who can provide catering for your event.

### Teaching Spaces

Victoria College and Victoria College Preparatory have various classroom facilities including music practice rooms and IT suites that can be hired when the schools are not in session.

# Additional information

## Caterers

As this is a listed building, steeped in history, we have a number of preapproved partner catering companies who already know the site well and the requirements to cater here. They are able to provide food for you and they are familiar with the site:

- Simon Harper [enquiries@harperscatering.co.uk](mailto:enquiries@harperscatering.co.uk)
- Tony Sergeant [info@jerseykitchen.co.uk](mailto:info@jerseykitchen.co.uk)
- Treacle [susie@treaclejersey.com](mailto:susie@treaclejersey.com)
- Will Gorman [chef@willgorman.je](mailto:chef@willgorman.je)

Please note that all catering suppliers will need to provide catering marquees outside, as we do not allow the cooking of food within the main building. We have a list of suppliers who can provide these and also additional furniture if you need it:

- Marquee Solutions [yourevent@marqueesolutions.je](mailto:yourevent@marqueesolutions.je)
- Vibert Marquees Ltd [info@vibertmarquees.com](mailto:info@vibertmarquees.com)

You are welcome to use an alternative caterer, but we would need to meet them on site to explain our terms and conditions as this is a listed historic building and a working school. We will also require a copy of their public liability certificate and for them to sign our Terms and Conditions for Suppliers, which we can organise directly with them. All third party suppliers will have between 9am-11am the day after the event to clear the venue ready for our cleaners to come in.

## Wedding Ceremonies

At Victoria College we can host wedding ceremonies and receptions. All enquiries about weddings ceremonies must be made through our wedding partner, Jersey Heritage: [venuehire@jerseyheritage.org](mailto:venuehire@jerseyheritage.org)

## Wedding Receptions and Corporate Hire

All bookings for wedding receptions, Corporate, Social and Charity hire can be booked directly through the College with our Head of Marketing, Claire Rowland: [c.rowland@vcj.sch.je](mailto:c.rowland@vcj.sch.je)

## The Great Hall - Practical details

- Award ceremony capacity 380
- Wedding ceremony capacity 200
- Formal dinners flexible seating plans up to a maximum of 130
- Available until 1.00 am by arrangement
- De Quetteville Library available for pre dinner drinks
- Outside areas available
- Dimensions of the hall 25m x 9m
- Dimensions of the stage 7m x 9m
- Historic oak chairs x 380
- Multi channel surround sound cinema system (with induction loop)
- Data projector and 3.6m screen
- Access is via a granite staircase, there is no lift available

## Parking

There is parking on site, both within the main grounds and at Langford centre next door. Langford is a public carpark, so guests will need to ensure they have paid for their parking. The gates to the main site are locked at night and at weekends.

# Prices

## Wedding Reception Package

£2,400\*

- Price includes exclusive use of the Great Hall (30 x 8.5 metres) De Quetteville Library and adjoining outside areas for the full day

## Wedding Ceremony

- |                          |                  |        |
|--------------------------|------------------|--------|
| • Great Hall             | Up to 250 guests | £1,510 |
|                          | Up to 40 guests  | £1,080 |
| • De Quetteville Library | Up to 60 guests  | £900   |
|                          | Up to 20 guests  | £450   |

## Dinner Functions

£2,400\*

- Price includes exclusive use of the Great Hall, De Quetteville Library and adjoining outside areas for the evening

## Other facilities

- |   |          |
|---|----------|
| • Howard Davis Theatre  | £270     |
| • De Quetteville Library  | £640     |
| • Bistro  | £210     |
| • Music Room (per hour)   | £35      |
| • Classroom (per hour)  | £35      |
| • College Field (Grounds preparation costs additional)  | £120     |
| • Heathfield  | £120     |
| • All Prep venue spaces (including Classrooms/Main Hall/Dance Studio/Gym/ICT Room/ Music Practice Room) | £50 each |

All prices exclude 5% GST, which will be added to your invoice.

\*Fee for 2021. Based on the use of the Great Hall, DQ Library, and adjoining outside areas for the day/evening. This fee is subject to annual inflation.





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