



## The Woodland Cabin

Thank you for making a booking The Woodland Cabin, we really hope you have a wonderful stay here in this very special place. More info can be found here at [The Woodland Retreat.](#)

Please find enclosed map on how to get here, terms and conditions which you automatically agreed to by booking (please do read and ask if any quires we are here to help).

Please do read this document so you know exactly where to come, what to bring, what's provided, where to park and the agreements you agree to by booking your stay.

### Arrival Time

Please let us know when you will be here so we can arrange a time to meet you if we can't meet you when you arrive we will speak to you on the phone and then arrange a time when both parties can meet.

### Parking

Please use the parking space next to the outside heater in front of the bamboo screening which is signposted.

### How to enter the building

Once parked please go behind the bamboo screening and you will see the double white patio doors. Please find the key in the key box on the left and take your shoes off before entering the building there is a mat for you inside the building to store your shoes. When you let us know your arrival time we will let you have the code.

## **How To Find Us**

You can find us at The Plantation, Ashlake Copse Lane, Fishbourne PO334LG which runs off Kite Hill as seen in map below. Once you have found Ashlake Copse Lane you continue straight on down the lane and take the first right into the woods. As you come along the track you will find the first building with a big sign on it saying 'The Woodland Retreat, a place to reconnect' This is where you are staying and your parking spot is clearly signposted on the bamboo fence.

### **Coming by Car**

Find Kite Hill which is between Fishbourne Lane and Wootton Bridge and there you will find a private road called Ashlake Copse Lane. Drive down that lane and take the first right onto the trackway which enters The Woodland Retreat.

Continue along the trackway and parking is on your left which is clearly signposted.

### **Coming from Wightlink Car Ferry**

Come off the ferry at Fishbourne and take the first right at the traffic lights onto Kite Hill, then take the first right onto Ashlake Copse Lane. Once on Ashlake Copse Lane take the first right onto The Woodland Retreat trackway and parking is on your right which is clearly marked.

### **Coming by bike**

We are located just off the Isle Of Wight cycle track from Ryde to Wootton.

### **Isle Of Wight Cycle Routes**

### **Coming by bus**

### **Island buses**

**Newport to The Woodland Retreat:** Bus stop is called 'Kite Hill next to Ashlake Copse Lane' there is a red letter box. Once off the bus you head down Ashlake Copse Lane and keep going ignore the sign that says Private. Take the first right before the footpath and carry along the trackway.

**Ryde to The Woodland Retreat:** Bus stop name 'Kite Hill Nursing Home', Once off the bus go right back up the hill, cross the road where the bollards are in the middle of the road where you will see another bus stop (the one above) and

a red letter box. Go down Ashlake Copse Lane and take the first right onto The Woodland Retreat Trackway.

### Ferry

#### Wightlink Portsmouth to Fishbourne

Come off the ferry at Fishbourne and take the first right at the traffic lights onto Kite Hill, then take the first right onto Ashlake Copse Lane. Once on Ashlake Copse Lane take the first right onto The Woodland Retreat trackway and parking is on your right which is clearly marked.

PLEASE CONTINUE SCROLLING DOWN TO READ DOCUMENT

## The woodland Retreat site map

07584438009



**The Woodland Cabin  
Terms and Conditions for hire**

Address: The Plantation, Ashlake Copse Lane, Fishbourne PO334LG Isle of Wight Please follow the map.

We really hope you have a wonderful time. Before you join us please read this important information and email us to confirm you have read this info and you understand that by booking you have entered into a binding contract with us which is enclosed in this information. We have created this to give you and The Woodland Retreat clarity and understanding for both parties. Without an email confirmation from you stating you have read and understood these conditions, we are unable to hold your booking.

When booking accommodation with The Woodland Retreat, The Plantation you are agreeing to enter into a binding contract with us.

References to 'us' and 'we' in these Conditions relate to The Woodland Retreat, The Plantation and references to 'you' or 'your' relate to the person making the booking and all members of that person's party. When we email confirmation of a reservation to you, we enter into a contract with you, which is subject to these Booking Conditions.

*The Woodland Retreat, The Plantation, Maitri Clare Matthews accepts no liability for loss or damage to possessions and/or death or personal injury. In making this booking you are accepting full responsibility for yourself, your booking party, your children and you are agreeing to abide by our Terms and Conditions, a copy of this can be found on [www.thewoodlandretreat.com](http://www.thewoodlandretreat.com) website.*

*All cars, vehicles, motorbikes, bikes or other vehicles are parked at their owner's risk. The Woodland Retreat, The Plantation, Maitri Clare Matthews accepts no liability for loss or damage to cars, vehicles, motorbikes, bikes or other vehicles. There are details on where you must park your vehicle on the website which you must read and understand before you come so you know exactly where you are going. We cannot guarantee someone will be here to show you where to park.*

**Travel Insurance**

We recommend insurance to cover cancellation, loss, damage or injury. As a small business, we are not able to act as your insurers and re-arrange your stay due to your changes in personal circumstances. We reserve the right to cancel your booking if weather conditions are not safe for your stay, this may be up to 1 hour's notice.

### Pets

We regret that pets are not permitted at The Woodland Retreat.

### Arrival and Departure

Arrival time for is between 16.00 and 20.00. The Cabin must be vacated by 11:00 am. Alternative times can occasionally be arranged on request via the office. Please let us know if you expect to arrive late or are delayed. If you do not contact us and you have not arrived by noon on the day following the booking start date, we will treat you're booking as having been cancelled by you and you will not be entitled to any refund.

### Noise levels and conduct

We operate small scale quiet, relaxed and laid back retreat. All electronic music and percussion instruments of any kind are not aloud. Loud noise doesn't fit into the vibe of communal area. Here at The Woodland Retreat there are permanent residents so we like to keep noise to a minimum. We ask that those staying in the bell tent please respect fellow residents and our local neighbors. There is a quiet time from 22.00 (10pm) onwards around the site.

We reserve the right to ask people who act inappropriately or do not follow our noise guidelines to leave. We offer a light alcohol consumption space and vegetarian site. If you are going to drink alcohol, please keep this to a minimum and to your allocated area designated by the hessian rope. There is a no alcohol policy during retreats.

### Your safety

The Woodland Retreat site landscape include some slopes, rough terrain, trees, brambles and other natural hazards. Depending on the weather, conditions can be cold, wet, slippery or hot, dry and brittle. We recommend that you come prepared with suitable clothing and footwear, so that you can enjoy the charm of the natural environment in all its diversity. Adults are responsible for ensuring their own safety and the safety of any children in their care. You must also expect that at certain times of the year creatures such as wasps, mice, spiders, mosquitoes, midges or ants may enter your bell tent.

Please avoid walking in the woods due to health and safety reasons (e.g. falling dead branches, falling dead trees, waterways etc.), please refer to the map for 'safe zones' if you do so you do so entirely at your own risk.

The Woodland Retreat reserves the right to close the retreat in extreme or dangerous weather conditions. The decision to do this is entirely at our discretion. Our site is adjoining to neighbors. Please do not enter onto their land. Please read the instructions on how to light a camp fire located in your Woodland Cabin manual. If you use a disposable bbq we ask you place it inside the camp fire (outlined by fire bricks). Once it has cooled down we ask you to put it in bin provided and take the rubbish home with you.

The road/trackway outside your bell tent is used by residents and bell tent users. There is a 5mph speed limit on this road/trackway. Please be very careful not to play on the road or block it due to the fire safety policy.

For More information please read the [Risk Assessment](#)

### **Fire Safety Policy including camp fire**

It is your responsibility to read the fire safety procedures written in the folder provided in your cabin, so you know what to do in the event of a fire. It is your responsibility to remove yourself and keep yourself safe. There is to be no naked flames in the cabin or in any indoor spaces including candles and incense or on any outdoor space except when lighting your camp fire. Please be aware the woodland floor can easily set alight in dry conditions including the woodchip floor you must make sure the fire is out when left unattended. The road/track is to be kept clear at all times.

In event of a fire please dial 999 address is The Plantation Ashlake Copse Lane Fishbourne PO334LG. Please read the safety card provided in. Smoking is strictly prohibited on site.

### **Camp fire and firewood**

You will need to bring your own wood for the fire or you can buy charcoal from the [local Tesco](#)

Please read the instruction manual on 'how to build and tend a camp fire'.

If you use a disposable bbq please keep it inside of the circle of bricks defining the camp fire area, after use wait for it to cool down and dispose of it in your bin.

Please make sure any camp fires you have are burnt down to embers before you leave unattended.

You must supply your own firewood. **You must not collect firewood, kindling or any materials from the woodland area.** Fallen dead wood provides a natural habitat for many creatures. Please use only firewood brought by you onto site or as directed by our staff.

### The Car Parking places

There is one car parking bay for your Cabin, you may only bring one car. A map on how to get here and where to park your car is attached to your email and on the website. Please only stick to your allocated parking slot, please do not park anywhere else of the site unless otherwise instructed. The main through road must remain unblocked at all times for emergency access. There is no space for other vehicles on site so any visiting guests will have to find alternatively parking. All cars, vehicles, motorbikes, bikes or other vehicles are parked at their owner's risk. The Woodland Retreat accepts no liability for loss or damage to cars, vehicles, motorbikes, bikes or other vehicles.

[Click here for map](#)

### Camping Utility Pod

Attached to Cabin is the Camping Utility Pod used by two other bell tents there may be some slight noise transference but this should only be heard in the kitchen area if at all.

### Cleaning Policy

We ask that you leave your Cabin in a clean and tidy state upon your departure. Please leave the kitchen clean as you found it and ensure you take any left-over food in the green caddy. It is a condition of your stay that you wash all cooking equipment and dishes used during your stay and you leave things as you found them.

### The Space

**Sleeping arrangements:** There is one double bed (bed will be made up for you) two single floor mattresses (bedding left for you to make up the beds) and 4 towels.

**Bathroom:** toilet, shower, sink, one towel provided and bathroom floor mats.  
One toilet roll provided.

**Kitchen:** fully kitted out kitchen with plates, bowls, cutlery, cooking equipment, dishwasher, fridge, freezer, small oven, induction hob, washing liquid provided, dish cloth and 1 tea towel. You will need to bring your own dishwasher tablets.

**Other items:** games, hair dryer, pencils and paper, iron and board, first aid kit, cushions, piano, pillows.

### **Refuse Policy**

Please make sure you put rubbish in the correct bins. If it can be recycled, then please leave it in the larger metal bin and insure you wash and clean these recyclable items. All other waste which has to go to landfill please place in the larger bin with the black sack. Please put all your compostable items (not meat) in the green caddy.

### **Footwear Policy**

We ask that you take your shoes off when going inside any indoor spaces. There are shelves or mats inside the spaces for you to place your shoes on as soon as you enter the space. You may wish to bring slippers or warm socks etc. for use in indoor spaces. You may step onto the grey mat just inside the entrance and remove and leave your footwear there. Thank you for your co-operation this means inside spaces are clean.

### **Bedding and towels**

In the Cabin, we make up one double bed for two people with towels for two people. If extra guests are also staying with you we will leave out two single floor mattresses, bedding and towels for you to make up the beds yourself. We would kindly ask you leave all used bedding and towels in the washing basket provided.

### **Energy consumption**

Please be mindful about energy consumption and water use at the same time making sure you are warm and comfortable. We get our energy from a sustainable electric company and we are mindful about how much we use here.

### Smoking

No smoking is allowed inside the bell tent or within The Woodland retreat facilities or on site. Please go off site if you wish to smoke.

### Alcohol

We offer an opportunity to rest from drinking alcohol at the retreat. However, if you wish to drink please keep this to your cabin. During retreats stays we operate a no alcohol policy to fully embrace your experience here.

### Security

We are not responsible for any of your belongings in the event of them being lost, stolen or damaged. We strongly recommend you don't leave valuable items unattended.

### General Agreements.

1 You agree to look after the Cabin. This means you must keep all furniture, fittings and effects, (inside or outside) in the same state of repair and condition as at the start of your booking, and you agree to leave it clean and tidy. If you break these conditions, we may make an additional cleaning charge and/or make a claim against you for repair or loss as a result of damage caused.

2 You are expected to show due consideration for other people, including other guests, local residents and our staff. If you abuse the property or display dangerous or offensive behavior towards the staff, landowners or any third party, we may refuse to allow you access to the Cabin and property or ask you to leave before the end of the holiday. If this happens we will treat you're booking, as if it has been cancelled by you and you will not be entitled to any refund.

3 You are in a natural environment and as such you agree to respect all local flora and fauna. Any damage, willful or negligent, will be taken seriously and may result in you and your party being requested to leave the campsite. In such cases, we will treat you're booking as having been cancelled by you and you will not be entitled to any refund.

- 4 You must allow us access to the Cabin at any reasonable time during your stay.
- 5 The number of people sleeping in the Cabin may not exceed the number agreed when booking.
6. there may not always be someone on site please make sure you fully understand your responsibilities to take care of yourselves.

### Special Requests

If you have special requests or needs, you are responsible for telling us at the time of booking. If you have a disability that may affect your stay at The Woodland Retreat, please tell us before we confirm your booking. We will do our best to accommodate you but will let you know if we are not able to meet your needs.

### WE SUPPORT THE COUNTRYSIDE CODE and ask all our guests to do the same.

Code for the public

#### **Respect other people**

- Consider the local community and other people enjoying the outdoors
- Leave gates and property as you find them and follow paths unless wider access is available

#### **Protect the natural environment**

- Leave no trace of your visit and take your litter home
- Keep dogs under effective control (dogs and pets are not allowed on our retreat site)

#### **Enjoy the outdoors**

- Plan ahead and be prepared
- Follow advice and local signs

#### **Your Happiness and Satisfaction!**

It makes us happy if you enjoy your stay with us! If you have any problems during your stay, please let the staff know immediately so we can try and sort them out while you are here. If you have any complaints thereafter, please address them to

Maitri, The Woodland Retreat, The Plantation Ashlake Copse Lane, Fishbourne Isle of Wight.

**The Woodland Retreat or their staff shall not be liable for any loss or damage to visitor's property, however caused. We accept no liability for injury or death sustained to any party whilst on our retreat site.**

**Keep yourself safe and stay in the safe Zones on the map provided**

**Click here**

**The Woodland Retreat, The Plantation, Ashlake Copse Lane, Fishbourne  
Isle Of Wight**

**LOVE OUR WOODS - PLEASE LEAVE NO TRACE**

Have smooth travels and look forward to meeting you

Warm wishes

The Woodland Retreat Team

[www.thewoodlandretreat.com](http://www.thewoodlandretreat.com)

07584438009