

# TERMS AND CONDITIONS

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## **Booking a Course**

To book a place, please visit our online booking site:  
[www.canford.com/sports-academy](http://www.canford.com/sports-academy)  
For more information please email: [sportscourses@canford.com](mailto:sportscourses@canford.com)

## **What Happens Next**

You will receive written confirmation by email of your child's place once the online booking confirmation has been received. Full payment is taken online as part of the booking process. Please note that places are allocated on a first come first served basis. Childcare Vouchers are an accepted payment for the course. If you would like to pay using this method, please contact our childcare voucher provider to arrange payment to Canford. Places will not be confirmed until payment has been received.

## **Confirmation and Payment**

Bookings and payment must be made by persons over 18 years of age. The course fees include full tuition and activities programmes, lunch and course mementoes.

## **Dress Code and Equipment**

A full kit list will be provided prior to the start of the course.

## **Arrival/collection**

We request children arrive on time each day to ensure they fully benefit from the course. However, if your child arrives late to a session, there will be members of staff to guide them to the relevant venue. We appreciate that there may be slight delays in collection due to unforeseen circumstances. Please contact the staff directly if you know you are likely to be late. The earliest drop off time is 9.00am and the latest collection time is 5.00pm.

## **Insurance**

To cover the possibility of injury, illness or cancellation, we strongly recommend that a personal insurance policy is taken out by all participants to cover these risks.

## **Cancellation**

All bookings are non-refundable except in exceptional circumstances such as Government Covid-19 directives.

## **Health, Injuries and Liability**

Sports are in their nature demanding of those who participate and the parents or guardians of all children participating in our events, and the children themselves, must ensure that they are in good physical condition and capable of engaging in the activity concerned. No child will be allowed to participate if he or she is suffering from any infectious or contagious illness, or physical conditions such as serious cuts, open sores or infections where there is a risk that his or her participation might be detrimental

to the health of others. Those on our courses must follow any advice or warnings given which relate to safety and security, including procedures for fire and evacuations. Canford School can have no liability for any personal injury, illness or death suffered by a participant on one of our courses, nor for any loss of or damage to property, unless caused by negligence on the part of the school or its employees.

## **Programme Changes**

Canford will always try to meet the programme outlined, however we reserve the right to alter or cancel any courses or other arrangements under our control due to insufficient numbers or extreme circumstances.

## **Weather Conditions**

Sports activities which are in the open may be affected by adverse weather and, whilst Canford School will endeavour to arrange alternative activities where that is possible, we can have no liability for refunds or otherwise if courses are cancelled, altered or curtailed due to adverse weather or other reasons beyond our control.

## **Welfare**

Canford is committed to safeguarding and promoting the welfare of young people. The School complies with the DfES recommendations contained within the publication "Keeping Children Safe In Education" including the requirement for all staff to go through the Disclosure & Barring Service at Enhanced level, and Prohibition checks as well as Safer Recruitment procedures. There will be at least four members of staff on site at all times who are fully first aid trained. If your child has any allergies or is taking any medication during the day please inform us of these in writing and we will try our best to accommodate his or her needs.

You must complete a medical questionnaire for your child prior to the commencement of the course.

For your child's security you will be required to register with the relevant course leader, or deputy, on arrival each morning and to sign out when collecting them at the end of the day.

A no-smoking policy is in force across the whole campus.

## **Photography**

We will be taking photographs during the course for our publicity purposes online. Shots may also be made available to those attending the course. No child will be named in any photographs but if you do not wish your child to be photographed at all, please contact the course organiser.