RUGBY SCHOOL
THAILAND

Summary of Terms & Conditions of Enrolment

1. Declarations & Parental Responsibilities

- **Parental Responsibility:** All individuals holding legal parental responsibility for the student must sign the Acceptance Form, confirming that no other parties hold parental responsibility.
- **Notification of Changes:** Parents must promptly notify the School of any updates to contact details, home addresses, or family circumstances.
- **Full Disclosure of Needs:** Parents must fully disclose any learning, social, physical, psychological, or medical requirements (e.g., dyslexia, ADHD, physical impairments, or mobility needs). Failure to declare relevant information may affect the student's enrolment status.
- **References & Safeguarding:** Admission is subject to satisfactory background, health, and conduct references from previous educational institutions. In compliance with Thailand's Personal Data Protection Act (PDPA), the School may share relevant records with future schools to safeguard student welfare.
- **Legal & Visa Status:** Parents confirm that no legal or court orders restrict custody or fee payments, all registration details are accurate, and the student holds the legal right to reside and study in Thailand.
- **Duty of Care:** The School maintains appropriate standards of care and supervision during School hours, on campus, and during official off-site activities, aligning with UK National Minimum Standards for Boarding Schools.
- **Positive Discipline:** Guided by UK educational standards, the School asks parents to practice positive discipline at home and refrain from physical punishment.

2. Code of Conduct & On-Campus Rules

- **Adherence to Rules:** Students and parents agree to comply with all established and updated School policies.
- **Substance Policy:** Students must participate in random or "for cause" drug testing as outlined in the Unsanctioned Substance Policy.
- **Campus Access & Visitor Guidelines:**
  - **ID Badges:** Badges and designated lanyards must be visibly always worn on campus.

    - **Student Interaction:** Visitors must not be alone with or have physical contact with students other than their own children, nor approach or discipline other children.
    - **Facilities:** Adult visitors must use designated adult restrooms and facilities only.
    - **Prohibited Behaviour :** Smoking, alcohol consumption, illicit substances, unauthorized photography/videography, and recording private staff meetings are prohibited .
    - **Safeguarding:** Any child welfare or safety concerns must be reported immediately to a staff member.
- **Uniform & Personal Items:** Students must wear the full, correct School uniform. Tracking devices with active audio or visual recording capabilities are prohibited on personal belongings.
- **Social Media Conduct:** Parents must avoid making public complaints, false allegations, or damaging statements on social media regarding the School, staff, or students.

3. Fees, Deposits & Financial Terms

Acceptance Fee	**200,000 THB** (Non-refundable)
Student Deposit	**100,000 THB** (Refundable; forfeited if notice of withdrawal is given less than two months prior to the start date)
Term Fee Deadlines	Full term fees (plus bank transfer charges) are due **at least 14 days** before the start of each term.
Overdue Payments	Overdue payments incur administrative fees and daily compound interest. The School reserves the right to suspend student attendance until account balances are settled.
Refund Policy	Pro-rata refunds or fee reductions are not provided for mid -term withdrawals or absences, except under exceptional, Principal-approved circumstances.
Optional Services	Additional private lessons or optional activities requested by parents remain

	payable once scheduled, regardless of attendance.

4. Special Educational Needs & Forced Withdrawal

- **Specialist Support:** If recommended by the School, participation in English as an Additional Language (EAL), Learning Support, or Speech & Language Therapy may be required at the parents' expense.
- **Required Withdrawal:** The School reserves the right to require a student's withdrawal if critical information was withheld during admission, if severe disciplinary breaches occur, or if the School cannot meet the student's needs (including cases where parents decline recommended support services).
- **Limitation of Liability:** The School is not legally liable for academic outcomes, and total legal liability is capped at the total amount of tuition fees paid.

5. Insurance & Medical Emergency Procedures

- **Personal Belongings:** Parents are responsible for insuring personal property and electronics brought onto School grounds.
- **Accident Insurance:** The School provides basic personal accident cover only during official School hours and School-sponsored events. All other medical expenses remain the parents' responsibility.
- **Emergency Consent:** If emergency medical treatment is required and parents cannot be contacted, the School is authorized to seek urgent medical care on the parents' behalf and at their expense.

6. Data Privacy, Media & Campus Security

- **Data Protection:** Personal data is collected and processed exclusively for educational and administrative purposes in accordance with the School's Data Retention Policy.
- **Promotional Media:** The School may use photographs and video footage of students participating in activities for publications, website content, and official media. Parents may opt out at any time by emailing admissions@rugbySchool.ac.th.
- **Alumni Relations:** Graduating student data is shared with the Rugbeian Society and Rugby School UK for alumni network communications.
- **Facial Recognition Security:** Photos of parents and students are used in the School's automated facial recognition system for campus access control and security.

IMPORTANT NOTE: This document is a summary only. Full Terms and Conditions of Enrolment will be provided and must be carefully reviewed and agreed to by all families joining the School.