



HURTWOOD HOUSE

Terms and Conditions of Booking Summer School

1. **Booking Responsibility** : Responsibility for the details of bookings and for payments lies with the person making the initial booking.
2. **Confirmation**: When we receive your booking payment we will send you a letter or email confirming your child's place with a statement showing details of your child's course.
3. **Payment of the fees** : The fees must be paid in full at least two months before the start of the visit. The amount is non-refundable and is your acceptance of the booking conditions. If payment is not received before the start date, we may refuse entry to the course. Parents are advised to arrange comprehensive insurance including cover for payment of fees in case a student is unable for any reason.
4. **Negligence** : We accept responsibility for those course elements under our direct control, if caused by proven negligence of Hurtwood House or its employees. We cannot accept responsibility for loss of enjoyment due to travel, strikes, weather, loss or damage to luggage or personal property, personal injury or illness while on the course, including use of sub-contractors such as transport companies.
5. **Medical** : We accept students on the assumption that they are in good health.
6. **Programme changes**: We always try to fulfil the requirements given on your booking form, but we reserve the right to alter or cancel any courses, accommodation and other arrangements that are in our control. We reserve the right to cancel a course in case of insufficient numbers. Students will be taken off-site during the course or teaching programme (e.g. visits to local attractions, theme parks etc).
7. **Incompatibility**: We reserve the right to exclude or refuse any person at any time prior to or during the activity or course if, in our opinion, that person is not compatible with the general enjoyment and well-being of other students or the satisfactory administration of the activity or course. If so, we will not refund the cost of the course. All students are subject to the School rules. Any breach of rules may result in students being sent home at their own expense.
8. **Photography**: Photographs of students may be taken and used in Hurtwood House marketing material, including on social media sites. Written objections will be respected.
9. **Disclaimer**: The charge per week is inclusive of VAT (20% at the time of going to print). We guarantee not to increase our charges unless there is an increase in VAT, in which case the increase shall only cover this additional tax. The details herein are published in good faith as at May 2017.