

Skills4Podium

Terms and Conditions

1 **Booking:**

All bookings can only be taken following the return and receipt of a Skills4Podium booking form and payment in full on a 'first come first served basis'.

No booking is secured until the full payment is received and a booking confirmation emailed to the applicant.

2 **Payment:**

Full payment should be received at the time of booking.

3 **Cancellations:**

In exceptional circumstances Skills4Podium may have to cancel a Swim Clinic or Swim Camp. Skills4Podium reserves the right to cancel the course up to 15 days before the start date if numbers enrolled have not reached the minimum requirement. In the event of cancellation a full refund will be given or alternative course date offered.

4 **Refunds:**

If you are unable to attend the Swim Clinic or Swim Camp and have to cancel you must do so in writing and the following cancellation charges will apply:

* Full fees will be retained if the applicant cancels a Swim Clinic or Swim Camp within 15 days of the course start date.

* Wherever possible, an alternative Swim Clinic or Swim Camp date will be offered if less than 10 working days is given for cancellation due to sickness or injury; a Medical Certificate will be required. If an alternative Swim Clinic or Swim Camp is unavailable, a refund of 75% of the fee will be given.

* Non-attendance without notice will automatically be treated as a booking cancellation.

* A £15.00 administration fee will be retained if the applicant cancels a course prior to the 15 days period of the Swim Clinic or Swim Camp start date. The rest of the course fee will be refunded via bank transfer.

5 **Photography & Video:**

Skills4Podium may wish to take photographs (individual or group) and/or video of the swimmers attending the Swim Clinic or Swim Camp.

All photos will be taken and published in accordance with the ASA Photography Guidance.

Skills4Podium require parental consent to take and use all photographs.

Parents have a right to refuse agreement to their child being photographed.

6 **Liability:**

If is requested that personal belongings of a participant has his/her name clearly marked.

Skills4Podium cannot accept any responsibility for the damage or loss to personal belongings that are brought on site.

7 **Data Protection:**

All personal information will be held securely by Skills4Podium and used in accordance with the General Data Protection Regulation (GDPR). We will not distribute the information to any third parties. We may contact you with relevant opportunities and information which we think may be of interest to you. Please inform us if you wish to opt out of our mailing list at any stage.

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8 **Health & Fitness:**

By signing the Skills4Podium booking form you are agreeing that your son/daughter is medically fit to participate in medium to strenuous exercise. It is strictly requested that Skills4Podium must be made aware in writing of any condition(s), medical or health related, that may prevent this. Any historical medical condition(s) must be highlighted in writing as per the booking form to safeguard against risk to best ensure the health and safety of participants.

9 **Behaviour:**

In order to provide an effective coaching environment and for the benefit of all swimmers, there is a behavioural expectation that is set at all camps and 1:1 sessions. It is a requirement that all swimmers attempt to comply with the following expectations:

- * Listen
- * Watch
- * Try...Keep trying
- * Respect self and others
- * Don't disrupt other swimmers' learning

Initial guidance will be provided should behaviour choices not meet the expectation. However, any swimmer may be asked to sit out or take no further part, should this be necessary.

10 **Medical Information:**

I give my permission for Skills4Podium to seek professional medical advice and or treatment for my son/daughter in an emergency and in the event that you, the parent or guardian cannot be contacted for whatsoever reason.

Please note that Skills4Podium is unable to administer any forms of medication which your child requires during their time across the Swim Clinic or Swim Camp and will need to be administered by a parent or guardian.