

# Booking Form

*Please complete this form online or with block capitals and return it with your payment to:  
Wells Holiday Activity Clubs, Wells Cathedral School, College Road, Wells, Somerset BA5 2SX  
or email [activityclubs@wells-cathedral-school.com](mailto:activityclubs@wells-cathedral-school.com). If you have any queries, please call us on  
01749 834270, and we'll be happy to help.*

## Personal details

Child's First Name \_\_\_\_\_ Child's Surname \_\_\_\_\_

Age at time of course \_\_\_\_\_ Date of birth \_\_\_\_\_

Male ☐ Female ☐ Current Year Group \_\_\_\_\_

Parent/Guardian Name \_\_\_\_\_

Correspondence Address (including post code)

\_\_\_\_\_

Telephone (H) \_\_\_\_\_ Mobile \_\_\_\_\_

Email \_\_\_\_\_

Emergency contact name and telephone number (if different from above)

\_\_\_\_\_

Emergency contact 2 name and telephone number

\_\_\_\_\_

Name of child's doctor and surgery

\_\_\_\_\_

Name of child's dentist and surgery

\_\_\_\_\_

Please give details of any ailments, allergies or other medical physical condition of which the coaching staff should be aware

\_\_\_\_\_

Please specify what course(s) you're interested in and your choice of dates (if applicable)

\_\_\_\_\_

Please indicate your child's current level and any experience they might have

\_\_\_\_\_

\_\_\_\_\_

## Course Payment

*Please pay the full course fees to book a place on the course.*

Please tick from the following options of payment methods

☐ Cheque - please make payable to 'Wells Cathedral School'

☐ Bank transfer - please use the child's full name as a reference

Sort code: 60-23-06 Account No: 52176657 Account Name: Wells Cathedral School

Please confirm total amount paid by bank transfer £ \_\_\_\_\_

☐ Credit/Debit Card - we accept either Mastercard/Visa. Please note that credit card transactions incur a 2.5% surcharge. Debit card transactions are free.

Card number \_\_\_\_\_

Expiry date \_\_\_\_\_ Valid from \_\_\_\_\_

Issue no. \_\_\_\_\_ Security code \_\_\_\_\_

Please confirm total amount to be paid by credit/debit card £ \_\_\_\_\_

Card holder's name \_\_\_\_\_

Card holder's signature \_\_\_\_\_

Date \_\_\_\_\_

## Photo consent

Names, photographs and videos may be taken and used electronically for marketing purposes, online or in print.

- ☐ I give my permission for my child to be included in photos & videos
- ☐ I do not give permission for my child to be included in photos & videos

## Agreement

I confirm that I have understood and accept all Terms and Conditions. I am aware that the coaching staff accept no liability for any loss, damage to property or injury arising as a result of my son/daughter's participation. I know of no medical reason why my son/daughter should not participate. I consent to any emergency medical treatment necessary during the course of the activity session. Completion of this form does not guarantee a place on the course as spaces are limited.

Parent/Guardian Signature \_\_\_\_\_

Date \_\_\_\_\_

## Terms & Conditions

### Joining Instructions

Full details and course information will be sent in advance (at least two weeks before the start of the course)

### Booking a Course and Payment

Places on each course are limited. Please complete the booking form and send together with or indicate the method of full payment.

### Confirmation

Once we have received the completed booking form and payment we will be in touch to confirm your place. You will receive a receipt of payment your child's place and a statement confirming details of your child's course. The course fees include full tuition, activities programmes and any course mementoes. Lunch is not provided so please ensure you provide your child with a packed lunch.

### Dress Code and Equipment

A full kit list for each sport will be provided prior to the start of the course. Suitable attire for each sport will need to be worn.

### Daily arrival/collection

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.

### Late arrival/collection

We request children arrive on time each day to ensure they fully benefit from the course. We appreciate that there may be slight delays in arrival/collection due to unforeseen circumstances. Please contact the staff directly if you know you are likely to be late.

### 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. Wells Cathedral School is not authorised to arrange insurance policies.

### Refunds and Cancellation

Refunds will only be given in the event of the course being cancelled by Wells Cathedral School or the course being fully booked. Wells Cathedral School reserves the right to cancel the course up to 14 days before the start date if numbers have not reached the minimum requirement. A complete refund of the fee will be given.

### 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. Wells Cathedral 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

Wells Cathedral School 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.

## Terms & Conditions (continued)

### Weather Conditions

Sports activities which are in the open may be affected by adverse weather and, whilst Wells Cathedral 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

Wells Cathedral School is committed to safeguarding and promoting the welfare of young people. The School complies with the DfES recommendations contained within the publication 'Safeguarding Children 2010' including the checking of all staff through the Disclosure and Barring Service. There will be 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.

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.

Wells Cathedral School operates a no-smoking policy on campus.