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## Coast Education

Flat 6, 63 Nevern Square, London, SW5 9PN United Kingdom

### TERMS AND CONDITIONS

#### **February Relax and Recharge Course 2023**

COAST EDUCATION( hereafter referred to as “Coast”) is a private organisation which has specialised in residential courses for over 10 years. As our courses are in high demand, we cannot accept students onto the February Relax and Recharge Course 2023 (hereafter referred to as “the Course”) until the full payment has been received. As our course is residential, we must also balance the number of girls and boys as well as between different age groups for safety and staffing requirements. Therefore, we can not guarantee your child a place until these requirements are met.

#### EXPRESSION OF INTEREST

Once we receive your submitted Course Application Form, you will be asked to pay the full course fees, including the costs for any extra tuition and activities and a refundable pocket money and damages deposit of £200. Please note that submitting the application form does not guarantee a place for your child on the course. The submission of the form is for Coast to balance the student mix and staffing requirements. Upon submitting the application form Coast will communicate the next steps; if we have space available for your child, we will send you an invoice within 72 hours and if space is unavailable, we will advise accordingly.

#### CONFIRMATION OF ACCEPTANCE

Once we receive your full payment, your child’s place for the Course will be confirmed. Your child’s place is not confirmed and will not be permitted onto the course until full payment has been made. The full payment includes:

- The Course fees
- Additional activities fees (*if applicable*)
- Pocket money and damages deposit

Please note that the pocket money and damages deposit will be used to offset any miscellaneous costs accrued over the duration of the course (e.g. snacks, haircuts, pocket money) and a breakdown of any miscellaneous costs will be provided at the end of the course. The remaining balance will be refunded to the method of payment within four weeks of the course concluding. If for some reason your child is unable to stay for the whole duration you have booked for after the course has commenced, the deposit will be forfeited.

#### ARRIVAL AND DEPARTURE TIMINGS

Please note all students may arrive at the venue after 14:00 on 10th February 2023 and depart the venue by no later than 14:00 on 19th February 2023. Students arriving and departing between the 11th - 18th of February can arrive after anytime after 09:00 and depart anything before 20:00.

#### MISCELLANEOUS CHARGES

Printing is available for students attending the course to print out revision and study materials to be used throughout the course. All printed material will be printed in plain white A4 paper in black and white. Students who wish to print additional materials, such as personal documents and school documents not used during the course will be charged 10p per page. Charges will be deducted from the pocket money and damages deposit.

#### REFUNDS

Refunds for cancellations for the course made before the course commences will apply as follows:

Refunds for course fees:

Less than 14 days before course commencement date:	All fees are non-refundable
14 - 30 days:	30% fees refundable minus £200 deposit fee
31+ days:	70% fees refundable minus £200 deposit fee

Refunds for extra activities:

Refunds for cancellations for extra activities will only be refunded if cancellations are made on or before 31 days before the course starts. Any cancellations after this date will not be refunded. Extra activities booked after this date will also be non refundable.

If a student chooses to take a Covid test, and tests positive thus causing them to miss any extra tuition and activities booked, fees paid for the extra tuition and activities will not be refunded.

## MEDICAL CONDITIONS

Any allergies or medical conditions that your child suffers from must be disclosed in full to Coast when signing up for the course. Please note that to safely look after each child, Coast MUST be aware of any allergies, medical and known behavioural diagnoses as well as any medications your child is taking. Coast reserves the right to terminate a student's stay if we discover any undisclosed allergies or medical conditions (behavioural or physical). All medication must be handed to Coast staff upon arrival, inclusive of administration of disclosed medication, to protect not just the individual but those around them. You must still disclose any medical conditions even if the medication prescribed for your child's condition may not need to be taken during the course.

## COVID-19 POLICY

If a student chooses to test and receives a positive result for Covid-19 during the course, the student will be required to isolate until they test negative. Students staying in a shared room will be required to move into an individual room and will be charged the difference in rate. No refunds will be made and all charges will be paid in full.

If a student is unwell or uncomfortable, they are welcome to take a lateral flow test at any time and staff will help to make self-isolation arrangements. Lateral flow tests are charged at £10 each, or students can use their own. Charges for room changes as described above may apply.

## CANCELLATION

If for any reason the course is cancelled by Coast, a refund will be made where possible.

## EXCHANGE OF PLACE

If for some reason your child is unable to attend the course and your child cancels within 14 days before they are due to arrive at the course, there will be no refund. However, students are allowed to find a replacement to avoid the loss of fees. All replacements should inform Coast as soon as possible. Only replacements of the same sex and age can be guaranteed due to limited bed spaces, but we will try our best to accommodate those of different sex replacing a student if an individual room has been booked.

COAST EDUCATION

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[www.coastgroups.com](http://www.coastgroups.com) | [info@coastgroups.com](mailto:info@coastgroups.com)

Any place where a students' fees are not paid in full by their given deadline will be cancelled unless agreed in advance at the sole discretion of the Director that the fees can be paid at a later date.

#### FORCE MAJEURE

If conditions that are out of our control arise, such as extreme weather conditions and may affect travel to and from the course, Coast will contact parents and schools to make the safest necessary arrangements. Should such circumstances delay the arrival of a student to the course, no refunds will be made.

Should conditions out of our control arise and cause students to delay leaving the course, a daily charge will apply for each day the student extends.

Arrangements for extra tuition and activities affected by extreme conditions will be subject to the service provider. Coast will reschedule extra activities where possible and will follow the service provider's refund policy for activities that cannot be rescheduled.

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