



## ST LAWRENCE COLLEGE

1. All customers will need to set up a customer account in order to make a booking. Bookings are made via the booking system here: [slcuk.kidsclubhq.co.uk](http://slcuk.kidsclubhq.co.uk)
2. All bookings will be confirmed in writing.
3. To secure your booking, a deposit of £33 is required per week, per child upon confirmation of booking.
4. Bookings are not secure unless the deposit is paid within 48 hours of receiving booking confirmation.
5. All balances of bookings must be paid in advance of the first day of camp.
6. Payment can be made by cash, cheque, debit/credit card, BACS payment or childcare vouchers.
7. If a booking is cancelled you must inform us in writing.
8. All cancellations are subject to the following charges:
  - More than 1 month before start: deposit
  - Between 1 month and 1 week: 50% charge
  - Less than 1 week: 75% charge
9. All activities are subject to change according to the weather, programme requirements and other considerations.
10. In the unlikely event the College has to cancel a course, you will be offered an alternative date or refund should another course not be available or suitable.
11. All dietary and medical issues must be declared at point of booking.
12. The College reserves the right to exclude or refuse admission to the activities camp should this be deemed necessary by the camp staff.
13. All sports and activities will be covered by the College's Insurance Policy.
14. We do not accept any responsibility for loss or damage to property.
15. Photographs may be taken during all activities for use in future marketing materials. If you would prefer your child not to be photographed, please make the Camp Manager or staff aware of your decision prior to the start of the camp.
16. All specialist activities are subject to demand and will run dependent on timetable. Normal rules apply (see point 9). These activities may incur a supplementary cost.

