



RATCLIFFE COLLEGE SUMMER SCHOOL

TERMS AND CONDITIONS

COURSE DATES

LEETHAM:	Sunday 08 July 2018 – Sunday 29 July 2018	(3 weeks)
ARUNDEL:	Sunday 08 July 2018 – Sunday 22 July 2018	(2 weeks)
EMERY:	Sunday 15 July 2018 – Sunday 29 July 2018	(2 weeks)

COURSE FEES

Leetham (3 weeks)	£2,400 (Shared Room)	£2,700 (Single Room)
Arundel (2 weeks)	£1,600 (Shared Room)	£1,800 (Single Room)
Emery (2 weeks)	£1,600 (Shared Room)	£1,800 (Single Room)

In addition, a refundable deposit of £100 per student should be paid at the time of making the booking.

WHAT'S INCLUDED

Full board accommodation, all teaching materials, programme of activities, excursions and selected UK airport transfers (Heathrow, Luton, Birmingham & East Midlands only.)

WHAT'S NOT INCLUDED

- Travel arrangements in home country
- Pocket money
- Travel and medical insurance
- Optional activities e.g. specialist music tuition

REGISTRATION & PAYMENT OF FEES

The Registration Form must be completed in full. Payment should be made by bank transfer using the details below at the time of completing the Registration Form. An email will be sent to confirm the booking once a satisfactory Registration Form and payment in full is received.

NATIONAL WESTMINSTER BANK PLC	
Account name	Ratcliffe College
Sort Code	60-14-10
Account Number	52707865
Branch	Loughborough
Swift Code	NWBK GB 2L
IBAN	GB34NWBK60141052707865

NB Please quote 'RSS' and the name of the student as a reference when making the bank transfer.

Please note that the full amount of fees is due after bank charges, which should be paid by the person remitting the funds. Payments will not be accepted by Credit or Debit Card

CANCELLATION POLICY

For any cancellation received in writing prior to 31 January 2018, Ratcliffe College will retain 50% of the course fee.

For any cancellation received in writing between 01 February and 28 February 2018 inclusive, Ratcliffe College will retain 75% of the course fee.

For any cancellation received after 28 February 2018, Ratcliffe College will retain 100% of the course fee.

GENERAL TERMS AND CONDITIONS

1. Behaviour – any student who commits a criminal offence or has to be severely disciplined during the course may be expelled and asked to return home immediately at the parents' expense. No refunds will be made.
2. Students will be charged for any damage they cause during their stay. In this instance the School will contact the parents and ask them to pay for the cost of the repair or replacement of the item.
3. The School is not responsible for loss of money or personal objects which are not given to the School office for safekeeping. Students should not bring expensive items to Summer School.
4. Photos/videos of students may be used for marketing purposes. If you do not wish photos/videos of your child(ren) to be used, you must advise us in writing before travel to the UK.
5. The Registration Form gives your permission for your child to participate in all supervised activities on and off the Summer School premises which are part of the Summer School programme.
6. The Summer School may change the details of the courses offered without notice.
7. If the course is cancelled or closed due to events beyond our control, the Summer School will only refund the pro-rata fees for the number of course days not provided.
8. In the case that your child cannot attend any or all of the course due to events outside the Summer School's control, the Summer School will not refund any fees or deposit.
9. The completion of our Medical Form is crucial to your child's safety and we reserve the right to cancel any booking without a refund if this is not received at least 4 weeks prior to the start of the course. Any medication that your child brings with them will be taken in to safe keeping upon arrival (excluding emergency items such as inhaler, epipen, etc.). In the case of a medical or other emergency, Ratcliffe College will be authorised to act in loco parentis. We will require a detailed care plan for students with serious medical conditions.
10. Travel and Medical insurance - it is essential that every person on the course is fully insured. The School reserves the right to decline an application where evidence is not provided of sufficient Travel Insurance.