

### BOOKING A COURSE

Please complete the booking form and send via email to the school office – [office@wgsb.co.uk](mailto:office@wgsb.co.uk) or you can contact the office manager, Mrs Edwards, to discuss details by phone, 01322 223090.

### CONFIRMATION AND PAYMENT

Places on each course are limited. Full payment must be received with the completed booking form. Payment method is by parent pay only under no circumstances will cash/cheques be accepted. It costs £35 per day or £60 for both days.

Bookings and payments must be made by persons over 18 years of age. The course fees include full tuition and activities programme.

### WHAT HAPPENS ONCE I HAVE PAID?

You will receive written confirmation of receipt of payment and your child's place on the course.

### DRESS CODE AND EQUIPMENT

All equipment will be provided but we will expect your child to bring a packed lunch and plenty to drink for both multi sports. It is advisable for students participating in multi sports that sun cream is applied prior to arrival and they bring an appropriate sun hat. Students can wear their own sports clothes.

### LATE ARRIVAL/COLLECTION

We request children arrive on time each day to ensure they fully benefit from the course. However, if your child arrives late to a session, there will be a member of staff to guide them to the relevant venue. We appreciate that there may be slight delays in collection due to unforeseen circumstances. Please contact 07988 960241 or by email [asmith@wgsb.co.uk](mailto:asmith@wgsb.co.uk) if you know you are likely to be late. For your child's security you will be asked to register on arrival each morning and to sign it out when collecting.

### CANCELLATION

If you wish to cancel your course booking, cancellations are subject to the following charges:  
On the start date = 100% charge  
At any point after booking and prior to the start date = 10% charge

### 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 they are in good physical condition and capable of engaging in the activity concerned. No child will be allowed to participate if he is suffering from any serious infectious or contagious illness or physical conditions such as serious cuts, open sores or infections where there is a risk that his 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. Wilmington Grammar School for Boys 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 damage to property, unless caused by negligence on the part of the school or its employees.

### PROGRAMME CHANGES

Wilmington Grammar School for Boys 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.

### WEATHER CONDITIONS

Sports activities which are in the open may be affected by adverse weather and whilst Wilmington Grammar School for Boys will endeavour to arrange alternative arrangements 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

Wilmington Grammar School for Boys 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 at least 3 members of staff on site at all times including a first aider. If your child has any allergies or is taking any medication during the day, then please inform us in writing and we will try our best to accommodate his needs.

You must complete the medical questions contained in the booking form overleaf in order for your child to be accepted on the course.

All precautions and risk assessments in regards to Covid-19 will have been done to ensure your child's and staff members safety. A copy of the risk assessments can be sent to you on request.

### MULTI SPORTS SAMPLE ITINERARY

|       |                                 |
|-------|---------------------------------|
| 08:45 | Registration at the Sports Hall |
| 09:15 | 1 <sup>st</sup> Session         |
| 10:45 | Drinks break and rest           |
| 11:00 | 2 <sup>nd</sup> Session         |
| 12:30 | Lunch (not supplied)            |
| 13:00 | 3 <sup>rd</sup> Session         |
| 14:30 | Drinks break and rest           |
| 14:45 | 4 <sup>th</sup> Session         |
| 16:00 | Collection                      |



