

Woodland Play Centre Ltd Terms and Conditions 2007

Making a booking

- 1.1 Before completing a booking form please confirm the choice of your activity / event and its availability.
- 1.2 A booking will be secured when a completed signed booking form has been received together with a 25% deposit (excluding Playschemes).
- 1.3 Your booking will then be confirmed and further details supplied that are relevant to your activity.
- 1.4 **Staff / Volunteers:** Staff hold relevant qualifications, are experienced and have current CRB (criminal record bureau) certificates. Further details of qualifications and additional information can be provided should you request it.

Payment

- 2.1 Cheques are accepted made payable to **Woodland Play Centre Ltd** or cash.
- 2.2 Terms of payment must be made with the booking or on the day of the activity.
- 2.3 Prices are correct at the time of printing in brochures, adverts and website.
- 2.4 Variations to the payment of any other terms may only be made between Woodland Play Centre and you by agreement in writing signed by both parties

Insurance

- 3.1 Woodland Play Centre Ltd has a combined liability certificate of insurance with BJK Insurance Brokers Ltd Youth Scheme.
- 3.2 Cover is provided for young people aged 5 – 25 years only. Parents / adults in loco-parentis are recommended to check their own insurance with regard to their own liabilities.
- 3.3 Details of the insurance cover and certificate can be viewed on request.

Travel

- 4.1 Woodland Play Centre Ltd does not provide transport to any venue or activity. Participants must make their own arrangements.
- 4.2 If a child is traveling with another parent or guardian the Leader must be informed by the participants' parent.

Health

- 5.1 Please notify the Woodland Play Centre Ltd at the time of booking if any participant has a medical condition, allergy or disability that may affect involvement, so necessary arrangements can be made and catered for.
- 5.2 Whilst the Woodland Play Centre Ltd will endeavor to cater for any requirements this can not be guaranteed.
- 5.3 Light snacks and drinks are provided. Participants are required to provide their own lunch.

Cancellation by you

- 6.1 If a booking is cancelled within two calendar weeks of the stated date, a cancellation fee of 50% will be immediately payable to the Woodland Play Centre Ltd.

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Alteration or cancellation by Woodland Play Centre Ltd

- 7.1 Activities are priced on a minimum number of participants. If the minimum number is not reached we will postpone or cancel the activity, subject to agreement.
- 7.2 Activities are dependant on weather conditions, when working in woodlands / outdoors, activities will be cancelled or postponed if possible should high winds and gales be forecasted. Participants will be contacted at the earliest possible opportunity.

Information Accuracy

- 8.1 All brochures and website information are accurate and correct at the time of publication, print. However, services do change; in this event you will be informed as soon as possible.

Conduct of participants

- 9.1 It is the responsibility of individual participants to look after their own bags and contents. Please refrain from bringing large, electrical gadgets.
- 9.2 It is the responsibility of the parent, guardian or other person acting in 'loco-parentis' to inform and discuss with Woodland Play Centre Ltd of any disabilities, social or behavioural problems before the planned booking.
- 9.3 Where **PARTIES** are concerned the parent, guardian or other person acting in 'loco-parentis' are responsible for the participants welfare and discipline. At least one responsible adult per eight children must accompany the party.
- 9.4 Woodland Play Centre Ltd shall provide the relevant number of staff to lead activities.
- 9.5 Woodland Play Centre Ltd reserves the right not to accept or send home a participant.
- 9.6 Woodland Play Centre Ltd reserve the right to terminate participants in any activity should that person / people be causing damage or offence that could put other participants, leaders or environment at risk.
- 9.8 It is expected that the environment we work / play in is left clean and tidy, encouraging care, consideration and respect for the natural habitat.
- 9.7 Participants & accompanying adults must be prepared for the weather conditions by wearing warm old clothes, trainers, waterproofs, sun hat as – ***there is no such thing as bad weather, just bad clothing!***

Complaints

- 10.1 Woodland Play Centre Ltd will endeavour to resolve any complaints at the time and promptly. However, if the matter can not be resolved please write to the director Louise Kennedy, within 14 days of the activity.

Governing Law

- 11.1 This contract shall be governed by English law and shall be subject to the non exclusive jurisdiction of the English courts.

Director: LM Kennedy
Registered in England & Wales under the Companies Act 1985 as a private company and that the company is limited.