

## Shrewsbury Summer School

### Terms and Conditions

Shrewsbury Summer School: ('SSS' or 'Summer School') is operated by Shrewsbury School Trading Company Limited, The Schools, Shrewsbury, SY3 7BA. Company registration 05580019.

#### 1. Definitions and Interpretations

- Student:* The child who will be attending Shrewsbury Summer School as specified in the application form
- You or Your:* The Student's parent(s) or guardian(s) or other person with parental responsibility for the student, being the person who has signed the application form, in such a capacity;
- Representatives;* The third parties who are engaged by SSS to provide elements of the Summer School Services
- Agent / Agency* Parents may use an agent/agency to facilitate the application. In our experience, an agent can assist with matters such as visa and travel, communication with the school (written and verbal) and general questions.
- Full Fee:* The current fully inclusive fee per student for the Services is £4300 as declared on the website. The full fee includes airport pick up and drop off at designated airports on designated arrival and departure dates and times (see clause 5), all course content and course delivery, accommodation, meals and excursions for the duration of the Shrewsbury Summer School. The full fee does not include pocket money, private health care, medical expenses and/or bespoke airport transfers which will attract a surcharge if outside our prescribed pick-up times;
- Deposit:* The current deposit amount of £750 is payable when your application has been submitted. This amount will be deducted from the balance of the full fees due;
- Full Fee Date:* Either:
- (a) The 30th of April 2025, by which date the remaining balance (full fee minus deposit payment) must be received in full by SSS; or
  - (b) If an application is made after the 20th April 2025, the Full Fee Date is 14 days after the issuing of the invoice by SSS or before the start of the summer school whichever is earlier;

- Course:* A series of lessons and educational activities on a particular subject offered by Shrewsbury Summer School;
- Services:* The programme of study, extra-curricular activities, meals and accommodation provided to the student under the terms of this contract;

## 2. Applying for a Place/Enrolment

- 2.1. Once the application form and parental consent form are submitted (either directly or via an agent) and the deposit is paid (your application), Shrewsbury Summer School (SSS) will contact you (directly or via your agent as agreed) to confirm the Student's place on the course.
- 2.2. You will then be required to complete a student health form and dietary requirements form on behalf of the Student.
- 2.3. The complete balance of the full fee is due by the full fee date. Once SSS has accepted your application and you have completed the student health form and the dietary requirements form and you have paid the full fees, the Student's registration is then completed and the Student may attend the Shrewsbury Summer School.
- 2.4. Should the full fee not be paid by the full fee date then the Student will no longer have a reserved place at the Shrewsbury Summer School, the contract will be terminated and the deposit paid to reserve the place will not be refunded, notwithstanding clause 8.3.
- 2.5. Payment of all fees (deposit and full fee) shall be made by bank transfer either directly to the school or via an agent.
- 2.6. It is your responsibility to check before the payment deadline if there are any foreign exchange restrictions in your country and to plan with your bank in advance to ensure we receive payment in full by the deadline.
- 2.7. The Summer School reserves the right to refuse enrolment, including if SSS is not satisfied as to the identity of the payer of fees, the source of the funds or if the payer is subject to any UK Sanctions or is a Designated Person under any UK enactment.

## 3. Cancellation

- 3.1. You have the right to cancel this agreement: at any time within 14 days from the day after you have paid the deposit and have received written confirmation from SSS that a place on the course is reserved (Cancellation Period).
- 3.2. Cancellations should be advised by email to: [summer@shrewsbury.org.uk](mailto:summer@shrewsbury.org.uk) and are effective at the point of receipt by SSS.
- 3.3. After the 14-day cancellation period, the deposit and any other fees paid will be non-refundable, notwithstanding clause 8.3.
- 3.4. If a student is withdrawn from SSS during the summer course, either by parents/guardians or by SSS due to a breach of student behaviour (see student code of conduct) there will be no refund of any fees.

## 4. Medical Treatment inc First Aid:

- 4.1. You must complete and return the student health form; SSS will not accept a student application without a completed student health form.
  - 4.2. The Student's place is subject to SSS being able to meet their educational and/or medical and/or health needs.
  - 4.3. If the Student becomes ill or incapacitated whilst at SSS, you agree to medical treatment being given as follows:
    - 4.3.1. In accordance with the recommendations of a qualified medical practitioner; routine medical care or first aid by SSS personnel and/or their representatives;
    - 4.3.2. The issuing of medication which the Student brings to SSS, per your instructions;
    - 4.3.3. The issuing of prescription medication prescribed to the Student whilst at SSS and/or the issuing of over-the-counter medication, as and when required.
  - 4.4. In the event of an emergency, we will if practicable, attempt to obtain your prior consent for urgent medical attention. However, should we be unable to contact you, the Head of Shrewsbury Summer School and/or the Pastoral Lead will act in loco parentis on your behalf and sign the medical consent form and agree to the medical treatment on your behalf. You authorise SSS and its representatives to decide on your behalf should consent be required for urgent treatment (including but not restricted to inoculations, general or local anaesthetic, surgery or blood transfusion or operation) that is recommended by a qualified medical practitioner who feels they are necessary for the safety and wellbeing of your child.
  - 4.5. If, during the period when the services are provided, SSS (based upon medical advice) conclude that the information provided in the student health form is not correct and full, or that it has changed since the time of completion of the student health form, we reserve the right to terminate the services. No refund of the full fee will be given to you and the costs of arranging for the Student to be returned to their place of residence will be entirely borne by you.
  - 4.6. Any additional costs for medical treatment, such as emergency dental care or specialised private health care, together with reparation to the place of residence, will be charged to you. If the Student is a non-UK national, we would highly advise you to take out private medical insurance for the Student for the duration of their time at SSS. SSS cannot provide advice to parents on insurance products and SSS strongly recommends that you seek your own independent advice.
  - 4.7. If, after the student health form has been submitted, the Student becomes ill, suffers from any injury, or comes into contact with any contagious or infectious disease before the commencement of the Summer School, you must immediately notify SSS in writing and provide a medical certificate from the Student's doctor, giving the Student approval to attend SSS.
  - 4.8. Students must disclose all medication on arrival at SSS.
5. Airport Transfers:
- 5.1. Students must arrive on the designated arrival and departure dates and times.
  - 5.2. Shrewsbury Summer School does not run a shuttle service but organises a scheduled transfer from/to our designated airports.

- 5.3. Transfers for Students to and from either Manchester Airport, Birmingham Airport or Heathrow Airport on the arrival date of Sunday 29<sup>th</sup> June 2025 and departure date of Saturday 12<sup>th</sup> July 2025 are included in the full fee. The time frame for airport pick up and drop off is detailed below:

<b>Airport</b>	<b>Flight Arrival UK Time on 29<sup>th</sup> June 2025 Between:</b>	<b>Flight Departure UK Time on 12<sup>th</sup> July 2025 Between:</b>
<b>Heathrow (LHR)</b>	06:00 to 10:00 and 17:00 to 21:00	11:00 and 23:00
<b>Manchester (MAN)</b>	12:00 and 20:00	10:00 and 18:00
<b>Birmingham (BHX)</b>	12:00 and 20:00	10:00 and 18:00

- 5.4. A Student cannot arrive early and wait for our staff if their arrival is before our transfer window, and we cannot leave a student at the airport to wait if the departure is outside our transfer window.
- 5.5. Airport transfers will be either by car, minibus or coach. Trains or other public transport may be used at our discretion. If the Student does not require a transfer to an approved airport at the end of the course, they must be accompanied by an adult authorised by you.
- 5.6. Any Student arriving or departing outside the designated time window will incur a surcharge (taxi fare plus accompanying staff) to cover the cost of the journey.
6. Visitors to the course:
- 6.1. Please be mindful that the summer school is an immersive experience over a short period of time and, in our experience, family visits disrupt the course delivery and impact the overall experience of the Student at SSS.
- 6.2. However, if, for exceptional circumstances, a visit is necessary, you must seek the permission of the Summer School by emailing or telephoning.
- 6.3. We will require a signed authorisation letter from you to be received by email at [summer@shrewsbury.org.uk](mailto:summer@shrewsbury.org.uk) at least 48 hours before the desired time before permission is granted.
- 6.4. You must ensure that you and/or the authorised visitor provide photographic identification to Shrewsbury Summer School staff before the student is released into their care.
- 6.5. You will be always accompanied by a member of the summer school staff whilst on school property.
- 6.6. The student will be required to sign out and sign back into Shrewsbury Summer School if temporarily leaving the course with an authorised visitor.
7. Your Responsibilities:
- 7.1. It is your responsibility to provide SSS with such information (including name, address and other contact details) of every person who is a parent and/or guardian and/or person with parental responsibilities for the student and/or other contact persons.
- 7.2. By providing these details you confirm that SSS may contact these persons regarding the student should they wish, or need, to do so and that they have provided their consent to be so contacted.

## 8. Student Visas:

- 8.1. Shrewsbury Summer School cannot provide visa advice. Please ask your agent if one is being used. The visa requirements to enter the UK will depend on the student's nationality and it is your responsibility to make appropriate arrangements in this respect. The official UK Government website for visa advice is [www.gov.uk/check-uk-visa](http://www.gov.uk/check-uk-visa)
- 8.2. In the event that the student requires a visa, you take full responsibility for ensuring that you obtain the correct visa. If you are using an agent, the agent is likely to be able to advise. SSS will provide a visa support letter if required on receipt of a scanned passport copy.
- 8.3. If a visa application is rejected and we receive written evidence at least six weeks before the start of the course, we will refund the fees received in full provided you have followed all the correct procedures.
- 8.4. Shrewsbury Summer School will not refund fees in relation to unsuccessful visa applications if informed less than six weeks prior to the start of the course.

## 9. Liability and Insurance:

- 9.1. SSS is not liable for any loss or damage to any property brought to the summer school by the student
- 9.2. We strongly advise that you take out personal property insurance for any valuable items
- 9.3. SSS will not be held liable for any issues arising from a student health form being completed incorrectly or as a result of any omissions.
- 9.4. Shrewsbury Summer School has public liability insurance.
- 9.5. This clause does not limit in any way our liability resulting from any fraud or misrepresentation, or for death or personal injury caused by our negligence.

## 10. Student Behaviour

- 10.1. You shall ensure that the student always displays good manners and courtesy to all staff and students.
- 10.2. You shall ensure that the student treats their own possessions, those of SSS, other students, staff or other third parties with respect. Any damage by the student to property, equipment or rooms will result in charges payable by you (fair wear and tear excluded).
- 10.3. SSS reserves the right to search the bags and personal property of all Students at their sole discretion.
- 10.4. If a student fails to meet the required student behaviour, SSS reserves the right to apply sanctions (as per the Student Code of Conduct) to the student (in consultation with you, where possible).
- 10.5. Students who do not obey the course rules or who repeatedly misbehave or do not follow the instructions of the course staff or otherwise disrupt the smooth running of the course will be asked to leave the Summer School and the course immediately. Parents or guardians must collect a student or arrange a flight within 24 hours of notification of a student's withdrawal from a course. There will be a daily supervision charge of £300 for any additional day an expelled student remains on site.
- 10.6. Students are required to understand and accept the Shrewsbury Summer School Student Code of Conduct.

#### 11. Data Protection:

- 11.1. The Summer School uses the information collected about you and the Student strictly for internal administration. Further information about how the Summer School uses personal data and protects that personal data is detailed in the Shrewsbury School Trading Company Ltd privacy notice.
- 11.2. The Summer School uses student testimonials, photographs and video footage for marketing purposes and on social media. Should you not wish the Student to appear in such material you may opt out of this on the parental consent form.

#### 12. Force Majeure:

- 12.1. An event beyond the reasonable control of the parties to this agreement is a force majeure event.
- 12.2. The Summer School may give you the choice of the student attending the next available Summer School course, if eligible, if a force majeure event leads to the cancellation of the Shrewsbury Summer School. You will be under no obligation, however, to accept the student's attendance on a different Summer School course and can opt for a full refund of fees paid including deposit.
- 12.3. The Summer School will not assume responsibility or liability for any damage, loss, claim or injury (including claims for the alteration or cancellation of Summer School) resulting from events beyond our reasonable control including, without limitation, acts of God, strikes, incidents of terrorism, politically or religiously motivated violence, war, pandemic outbreak of disease, compliance with any law or governmental order, rule, regulation or direction, environmental contamination, malicious damage, threats to safety, fire or extreme weather.

#### 13. Law and Jurisdiction

- 13.1. This agreement is made at the Shrewsbury Summer School and it, together with each matter relating to the provision of services by Us, is governed exclusively by the law of England and Wales and the parties submit to the exclusive jurisdiction of the Courts of England and Wales.
- 13.2. Contracts for the purchase of a Shrewsbury Summer School course and any dispute or claim arising out of or in connection with them or their subject matter or formation (including non-contractual disputes or claims) will be governed by English law.
- 13.3. Any dispute or claim arising out of or in connection with such contracts or their formation (including non-contractual disputes or claims) shall be subject to the exclusive jurisdiction of the courts of England.

#### 14. General

- 14.1. By making an application to enrol a child at SSS, the parent, guardian or other person with parental responsibilities, who has signed the application form, accepts that they shall be bound by these terms and conditions
- 14.2. These terms and conditions constitute the entire agreement between SSS and you / the student.
- 14.3. Your acceptance of these terms and conditions is provided by signing the application form and payment of the deposit.
- 14.4. The Summer School may make changes to the course programme, excursions, and activities at any time to ensure the student receives the best possible experience based on local or national circumstances. SSS reserves the right to alter programmes, activities, itineraries, excursions, age brackets, premises and personnel as it thinks fit, and without notice.
- 14.5. Only SSS and the Parents are parties to this contract. Neither the Student nor any third party is party to the contract and shall have no rights to enforce any term of it