

BOOKING FORM

Name of the Parent/Guardian/Carer _____

Name of the child _____

Child's D.O.B _____

Tel: _____

Email _____

- Details of child's relevant medical condition(s)/Allergies:

-
- Emergency contact details _____
 - Please provide the person's contact who is authorised by you to pick up your child if you, the parent, cannot pick your child up:

Name: _____

Cell: _____

How did you hear about us? _____

Please remember to pack snacks and a labelled water bottle for the afternoon.

N.B: No refunds will be made for any reason other than cancellation of the course by the IFE.

Photographs/Footage may be taken during classes and performances for promotion and teaching purposes if you DO NOT wish your child to be included please tick this box.

Print Name:

Date:

Signed:

Terms and conditions (in addition to all year round events terms and conditions <https://www.ifecosse.org.uk/visit-contact-us/terms-and-conditions/#/>)

Cancellation charges

- Our classes are planned for a limited number of students. For this reason we regret that fees are not refundable.
- The Institut français cannot accept any responsibility for unforeseen changes in students' circumstances that may prevent attendance.
- The Institut français reserves the right to cancel a class if enrolment does not meet the minimum requirement of students. Fees will be fully refunded.

Single Payment

The whole cost of the event is taken by credit or debit card when booking by phone or via our website.

Circumstances Beyond Our Control (Force Majeure)

We reserve the right to cancel any events, at any time, and with any notice period, in the event of circumstances beyond our control preventing us from operating events as we planned.

In the event of the cancellation of a workshop due to circumstances beyond our control, we reserve the right to review and amend our refund policy.

Exclusions

We reserve the right to exclude or refuse any person at any time prior to and during the workshop if, in our opinion, that person is incompatible with the general well being of the camp.

We always ask parents to be as open and transparent with us about their child's behaviour details to ensure our team is equipped to manage the behaviour.

We reserve the right to decline a booking or prevent a child attending a programme if we believe that incorrect or incomplete information has been provided by a parent or carer at the point of booking that could or does detract from the welfare of the child or other children.

Additional needs: Our programmes are open to all. We do not, however, have the resources to provide extra supervision and/or support for individuals with additional needs

Activity Timetable

Our programmes are structured to bring the best out of every child and to make the most of the group dynamics. Workshops are open to all-levels.

Contacting Children

If you need to contact your child, please call 0131 285 60 36 and we'll contact the teacher on your behalf.

Drop-off & Collection

Please we remind you to be on time for drop off and pick-up. Children will be picked up at 1.45pm by the teacher in Marie de Guise, ground floor and collected from the same spot at 4pm.

Unfortunately we do have parking spaces on West Parliament Square.

Food & Drink

Children should bring snacks for breaks and a refillable drink bottle with their name on it.

Lost Property

To reduce the likelihood of items being lost, please label clothing, drinks bottles and lunch boxes. Any lost property will be kept for 2 weeks after the last session, so you're able to, please collect items from the security desk.