

# Activities and Qualifications

## KNAPP HOUSE ACTIVITY CENTRE

### Group Leader's Information, Terms and Conditions

#### Insurance:

Knapp House Activity Centre carries third party and public liability insurance which provides the cover required for outdoor activities. In the case of school groups, your Local Education Authority may have a scheme that you can subscribe to. In the event of an individual or group cancellation, Knapp House Activity Centre will refund as detailed in section 6 of the booking conditions. Knapp House Activity Centre strongly advises groups to take additional travel and cancellation insurance in respect of this.

## KNAPP HOUSE ACTIVITY CENTRE

### Terms and Conditions for School/Group Bookings

- 1/ The usual minimum age to attend is 8 years; however, in consultation with Knapp House Activity Centre this may be reduced
- 2/ All school / group bookings must have a designated adult group leader unless otherwise arranged
- 3/ All return/new bookings will be held until an agreed deposit fee is received in February prior to the trip. Deposit slips will be sent in January.
- 4/ Group numbers may be reduced without incurring any cancellation charge up to 8 weeks before the first day of the visit. If group numbers are reduced within the 8-week period normal cancellation charges will apply
- 5/ The final balance must be paid 8 weeks before the first day of the visit, this may be altered through prior consultation with Knapp House Activity Centre. Participant lists and medical information must be sent to Knapp House Activity Centre 8 weeks before first day of your visit.
- 6/ Cancellations made 8 weeks or longer before the start date will forfeit deposits only. Cancellations within 8 weeks will forfeit 75% of the total student fee and within 2 weeks, all fees will be retained by Knapp House Activity Centre.
- 7/ All non-residential groups must pay in full to confirm bookings unless otherwise agreed in writing
- 8/ Knapp House Activity Centre reserves the right to cancel any group bookings if the balance is not paid in full 8 weeks prior to the visit

9/ Your booking is made once you have completed your online booking form.

10/ The group leader is responsible for informing Knapp House Activity Centre of all members of the group that cannot swim at least 50 metres.

11/ All adults accompanying a group agree to be responsible for the behavior, discipline, pastoral care and supervision of their own party. Where damage is caused to the Centre or the Centre's equipment as a result of willful damage by a group member or as a result of a group member not obeying staff instructions, then the group will be responsible for the full cost of repair or replacement

12/ Persons with a criminal record or on the sex offenders register must be declared before arrival. All accompanying adults need to have completed an Enhanced DBS check.

13/ In the interest of the safety of the group, as well as individuals, the Knapp House Activity Centre representatives have complete discretion over the provision of all activities arranged by Knapp House Activity Centre

14/ Accommodation will be in dormitory style accommodation.

Knapp House Activity Centre reserves the right to:

- Alter prices where necessary.
- Cancel a reservation up to 4 weeks before it is due to start.
- Change the programme.
- Allocate rooms as circumstances dictate.

## Force Majeure

a) We carry a comprehensive selection of spares to cover foreseeable events, the nature of the activities and the area of operation mean that, from time to time, we may be unable to rectify breakdowns or defects within a scheduled activity. In such an event Knapp House Activity Centre, will act with all expediency and do all that is reasonable within its power to rectify the situation to enable the aims of the program to be met.

b) Knapp House Activity Centre cannot be responsible for matters outside its control. These include (but not by way of limitation) outbreak of hostilities, civil commotion, riot, adverse weather conditions, or any act of God effecting the conduct of the course. In this event Knapp House Activity Centre will not be liable to refund any fees or pay any compensation.

Knapp House Activity Centre, its servants, its employees or agents are not under any liability whatsoever in respect of loss or damage to students' property or belongings while staying at Knapp House Activity Centre

## Contract

This document together with information provided to you by Knapp House Activity Centre forms a contract between you and Knapp House Activity Centre. Any litigation referring to the contract will be dealt with according to English Law in an English court.

By submitting this booking form, you are consenting to be bound by the above terms and conditions.