

Terms and Conditions

The terms below apply to all courses booked and conducted by Cranleigh School.

Programme Changes

Cranleigh School reserves the right to cancel a course if there are insufficient numbers. In such circumstances your money will be refunded or can be transferred to an alternative course.

Cancellation

Cranleigh School does not issue refunds for any reason. However, a discretionary credit note may be issued in the event of injury or illness. Any credits must be used within the following holiday period.

Pre-Bookings & Payment

Bookings will only be held for 24 hours without payment, after which places will be released without notice.

Incompatibility

Cranleigh School reserves the right to exclude or refuse entry to the course if it believes that any person is causing damage to the facilities or is disruptive to other attendees. No refund will be given under these circumstances.

Medical Details & Emergencies

It is imperative that full details of all medical and special dietary conditions are declared on the Medical Form for each participant. In the case of any medical emergency we will contact you as soon as possible. Cranleigh School should be made aware of all drugs and other medication carried with the child, and the parent/guardian is responsible for ensuring that all items are clearly marked.

Travelling

There may be times when your son/daughter may need to travel by minibus driven by an authorised school driver, for example to the Prep School, astro pitches or stable from the Sports Centre.

Liability

Cranleigh School accepts all responsibility for those elements of the course under its direct control, if caused by proven negligence of Cranleigh School or its employees including death or personal injury. Cranleigh School does not accept responsibility or liability for the loss of enjoyment arising from, but not limited to the following: travel arrangements, strikes, acts of terrorism, bad weather, loss of damage to personal property, personal injury or illness suffered while on the course.

Disclaimer

The content in Cranleigh School's brochure is made in good faith as at time of going to print. We reserve the right to make changes.

Data Protection Notice

Cranleigh School is registered with the Information Commissioners Office Reg. No. Z6629192. The company will use your information for fulfilling your order and/or processing and booking a course, administration and marketing, if we have your consent. Cranleigh School may disclose your information to its agents and service providers for these purposes. A copy of the Schools Privacy Notice is available on the school website.

Policies & Procedures

1. Children must be collected at the agreed time.
2. On arrival for each session, all children must be accompanied to the 'Registration Table' and signed in by their parent or guardian.
3. When collecting the children, each child must be signed out by the same adult who signed them in. Should arrangements be made at any time for any other adult to accompany or collect any child, the Supervisor must be informed and, where possible, introduced to the nominated adult, alternatively a password should be given upon pickup.
4. Children will not be permitted to depart unaccompanied and make their own way home unless written permission is obtained from their parent or guardian.
5. Unless it is required or optional as part of any activity, children should not bring toys, games or valuable items to the centre. A small amount of change may be brought for purchase of crisps/drinks etc.
6. Children must be appropriately clothed for participation in all activities. This includes a pair of clean trainers for use in the sports hall and towel & costume for optional swimming.
7. Respect for, and proper use of, all property, equipment and the premises is essential and must be maintained at all times.