

## NEW SWIMMER REGISTRATION FORM

Please tick as applicable:-	
WALTHAMSTOW HALL <input type="checkbox"/>	KENT COLLEGE, PEMBURY <input type="checkbox"/>
Surname:	First Name: <input type="checkbox"/> Male <input type="checkbox"/> Female
Address:	
Post Code:	Date of Birth:
Tel No:	Mobile:
Email:	
Parents: (if child under 16 years)	
Relevant Medical Conditions:	Previous certificates/badges:
Requested course level:	Course Ref (Office only):
Where did you hear about us?	I have been introduced by:-

### TERMS & CONDITIONS OF BOOKING

***ALL COURSE FEES MUST BE PAID IN FULL BEFORE THE COMMENCEMENT OF THE TERM.*** A £10 'late booking fee' will be charged to all bookings made after commencement of the term.. *No post-dated cheques are accepted.*

One ***half term's written notice*** is required prior to withdrawal of a child/adult from the swimming school otherwise a half terms fees **will** be charged. Withdrawals apply to the following term's swimming.

***ALL*** swimmers are required to wear a swimming hat. These are available from the Aqua Swimming office.

***NO REFUNDS*** are given should any lesson have to be cancelled for any reason outside the control of Aqua Swimming Ltd (this includes swimming pool malfunction) or if lessons are missed owing to holidays, sickness or other absences. It ***may*** be possible, on ***some*** occasions, to arrange 'make up' sessions at the end of the term or offer an alternative class to attend if a session or sessions are cancelled by the swimming school.

#### **BOOKING & REGISTRATION PROCEDURE:**

**Existing Swimmers:** are emailed a '**Priority Re Booking Form**' 3 weeks before the end of each term. Applications should be received by the 'booking deadline' date, as indicated on the re-booking form, together with payment. Places are allocated on a 'first come, first served' basis. The Aqua Office will then confirm receipt of payment and booking by email and advise which class your child/children have been allocated bases on their instructor's assessment and recommendation. Your child/children will either stay at the same level or be moved to the next ability level. We will take consideration of siblings and try and place them either at the same time, or near one another, however this cannot be guaranteed. Failure to book and send the full course fees by the requested date may result in places being given to new swimmers wishing to join our programme.

**Owing to the many late bookings receiving in previous terms, Aqua Swimming will be charging existing swimmers a £10.00 'late booking fee' for any fees received after the booking deadline .**

**New Swimmers:** must, in the first instance, contact the Aqua Office and then complete a **New Swimmer Registration Form** and return this to the office. New Swimmers are allocated places *after* existing swimmers have booked for the term. **Payment MUST BE MADE, IN FULL, BEFORE THE START OF THE TERM.**

I confirm I have read, understand and agree to abide by the 'Terms & Conditions of Booking' as stated above. All cheques and forms to be sent to: Aqua Swimming Ltd, 33 Chipstead Park, Sevenoaks, Kent TN13 2SL. Any cheques returned as unpaid will be subject to a £5 administration fee.

Signature (parent/guardian).....Date:.....

Office Use Only: