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TERMS & CONDITIONS OF BOOKING

1) **ALL COURSE FEES MUST BE PAID, IN FULL, BEFORE THE COMMENCEMENT OF THE TERM OTHERWISE YOUR CHILD WILL NOT BE ABLE TO TAKE PART IN THE LESSON. NO POST-DATED CHEQUES ARE ACCEPTED.**

2) 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.

3) **ALL** swimmers are required to wear a swimming hat (except Adult & Child and Adult Sessions). These are available from the Aqua Swimming office.

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

5) **BOOKING & REGISTRATION PROCEDURE:**

Existing Swimmers: All swimmers **must** obtain either a **YELLOW** (stay in same session) or **BLUE** (move up a session) slip from their current instructor. This slip **must** be enclosed with your **Priority Booking Form**. **Failure to book and send the full course fees by the designated date, as stated on the Priority Booking Letter, may result in places being given to new swimmers wishing to join our programme.**

Payment **must** be made, in full, by cheque (payable to Aqua Swimming Ltd) with swimmer's name and requested course reference on the reverse.

New Swimmers: are required to complete a **Registration Form** and return this, together with the full course fee (payable to Aqua Swimming Ltd) with swimmer's name and requested course reference on the reverse. New members are allocated places **after** existing swimmers have booked for the term.

6) **ANY CHEQUES RETURNED AS UNPAID** will be subject to a £5 administration fee which will be added to the term's course fees.