

# Terms and Conditions

## Our Swimming Lessons Mission .....

'Building confidence, improving ability and enhancing technique in a safe and well maintained environment'

1. To secure a place on our swimming programme payment **must** be received at the time of booking. No spaces will be held or reserved without payment.
2. Your place is guaranteed when your re-enrolment form and payment are received. Children wishing to re-enrol onto the same class will be given preference during the first two weeks of the re-enrolment process. After the first two weeks children wishing to change class, day or time can do so depending on availability. After this time the scheme is opened up to new applicants. The enrolment process is on a first come first served basis and although we do our best we cannot guarantee first choices for everyone.
3. Swimming lessons require a minimum number of 4 to run. If the class has not secured enough participants 7 days before the term commences the class might be cancelled and any booked participants will be offered an alternative class or refunded.
4. If you cancel your place at least 1 week before the start of term you will receive a full refund. Proof of purchase is required in order to process all refunds. If you cancel less than 1 week prior to the start of the term there will be no refunds offered.
5. In the unlikely event of industrial action or circumstances which are unforeseen or beyond the control of the Centre we reserve the right to cancel or change classes without prior notice. In this event we will add the missed lesson to the end of the term or offer a credit note to the value of any cancelled lessons.
6. Please note that an assistant for shallow end lesson is NOT guaranteed, however if the number of participants requires we will do our best to provide one.
7. Refunds and credits are not given for sickness unless a valid doctor or hospital letter is produced.
8. Please do not let your child swim if they have suffered from a stomach bug less than 24 hours prior to their lesson. We do not allow children to attend other classes or days if they miss a lesson for any reason. Please DO NOT allow your child to eat within 1 hour of their lesson starting.
9. If you have any suggestions or comments about our lessons or staff then please feel free to speak to the Duty Manager on shift. Alternatively please complete a customer comment form located at reception.
10. Children with special needs and disabilities are very welcome to attend our lessons, although we do not employ specially trained staff and do not offer specific disability lessons.
11. Any child who causes persistent disruption or compromises class safety may be removed from the scheme. Refunds in this instance will be at the discretion of the Centre Manager.
12. Children can only be booked onto one lesson unless there are spaces still available after the enrolment process is over. It is your responsibility to check your receipt to ensure you have been booked onto the correct class, we cannot guarantee mistakes can be rectified at a later date.
13. Chesterton Sports Centre does not accept responsibility for any items lost or stolen within the centre.
14. It is the responsibility of the parents to supervise their children before and after the lesson times. Parents or carers may be held liable for any damage caused to the centre property due to misuse of facilities and equipment.

# Swimming Lessons



We hope your child has enjoyed learning to swim at Chesterton Sports Centre.

Next terms course dates are:

**Week commencing Monday 18th September - Week commencing Monday 11th December 2017 (12 week term)**

The half term break runs from 23rd —29th October 2017 during which there will be NO lessons.

Your child's teacher has recently assessed your child according to the ASA assessment criteria and has recommended a suitable class for your child to attend next term, which is written at the bottom of this page.

Please use the timetable inside to select your preferred classes for next term. Spaces are limited per class and will be issued on a first come first served basis so please note that your child is NOT enrolled onto any class until you book and pay at reception.

### The enrolment process is as follows -

- **W/C 12th June 2017** - Re-enrolments are only open to children staying in the same class on the same day and time.
- **W/C 26th June 2017 FROM 4PM onwards \*** - Re-enrolments are open to children moving class but staying on the same day.
- **W/C 3rd July 2017 FROM 4PM onwards \*** - Re-enrolments are open to children who wish to move class and days.
- **10th –13th July 2017 (until 4pm on the 13th)** - Priority enrolments for siblings of children currently on lessons and children from our Parent and Toddler lessons who are moving up.
- **13th July 2017 FROM 4PM onwards \*** - Enrolment Day for all new pupils.

**\* Please note:** We will take bookings from 4pm onwards on the 26th June and 3rd and the 13th July. We welcome phone bookings however due to high demand we cannot guarantee all calls will be answered. Therefore we recommend that where possible you come into the centre.

On the reverse of this booklet are our Terms and Conditions, so please keep this form for future reference.

**Lessons £72 for 12 weeks**  
**Friday Competitive Stage 9/10 class is £90**

**CHILDS NAME:** \_\_\_\_\_

**THIS TERM:**    STAGE                      TIME                      DAY

**MOVED UP NEXT TERM ?**    Y / N                      **SIGNED** \_\_\_\_\_



# Swimming Lesson Timetable September 2017

MONDAY	3.30 – 4.00 pm	DUCKLINGS 5	STAGE 3 / 4
	4.00– 4.30 pm	STAGE 1	STAGE 3
	4.30 – 5.00 pm	STAGE 1	STAGE 4
	5.00 – 5.30 pm	STAGE 2	STAGE 5
TUESDAY	3.30 – 4.00 pm	DUCKLINGS 5	STAGE 3
	4.00 – 4.30 pm	STAGE 1	STAGE 3
	4.30 – 5.00 pm	STAGE 2	STAGE 4
	5.00 – 5.30 pm	STAGE 5	STAGE 6
	5.30 – 6.00 pm	STAGE 7	COMPETITIVE SWIMMING STAGE 7 / 8
WEDNESDAY	3.30 – 4.00 pm	DUCKLINGS 5 / STAGE 1	STAGE 3 / 4
	4.00 – 4.30 pm	STAGE 1	STAGE 4
	4.30 – 5.00 pm	STAGE 1	STAGE 3
	5.00 – 5.30 pm	STAGE 2	STAGE 4
	5.30 – 6.00 pm	STAGE 2	STAGE 5
	6.00 – 6.30 pm	STAGE 6	COMPETITIVE SWIMMING STAGE 8 / 9
THURSDAY	3.30 – 4.00 pm	DUCKLINGS 5	STAGE 3
	4.00 – 4.30 pm	STAGE 1	STAGE 4
	4.30 – 5.00 pm	STAGE 2	STAGE 5
	5.00 – 5.30 pm	STAGE 2	SYNCHRONISED SWIMMING
	5.30 - 6.00 pm	STAGE 5 / 6	STAGE 6 / 7
FRIDAY	3.30 - 4.00pm	DUCKLINGS 5	STAGE 3 / 4
	4.00 - 4.30 pm	STAGE 1	STAGE 3
	4.30 – 5.00 pm	STAGE 1	STAGE 3
	5.00 – 5.30 pm	STAGE 2	STAGE 4
	5.30 – 6.00 pm	STAGE 5/6	STAGE 6
	6.00 – 6.30 pm	STAGE 7	STAGE 8
	6.30 – 7.30 pm	COMPETITIVE SWIMMING	STAGE 9/10
SATURDAY	9.30 – 10.00 am	DUCKLINGS 5	STAGE 3
	10.00 – 10.30 am	DUCKLINGS 5	STAGE 3
	10.30 – 11.00 am	STAGE 1	STAGE 4
	11.00 –11.30 am	STAGE 1	STAGE 4
	11.30 –12.00 am	STAGE 2	STAGE 5
	12.00 –12.30 pm	STAGE 6	STAGE 7
SUNDAY	3.30 - 4.00pm	DUCKLINGS 5 / STAGE 1	STAGE 3
	4.00 - 4.30 pm	STAGE 1 / 2	STAGE 4/5

## Making your Swimming Lesson Choice....

Please use the opposite page to decide which class would be suitable for you and your child next term, please choose three class times in case your preferred choice isn't available and enter it in the table below. Please see reception with payment for your child to be allocated a space.

You will be given a receipt from reception confirming your payment and class choice — **please check the receipt** to ensure the receptionist has booked you onto the class you have requested, we cannot guarantee mistakes can be rectified at a later date.

Childs Name: \_\_\_\_\_

Current Class and Time \_\_\_\_\_

CHOICE	DETAILS		
First Choice	Day	Stage	Time
Second Choice	Day	Stage	Time
Third Choice	Day	Stage	Time

### How to contact us .....

**Pop in:** The centre is open 7 days a week:  
Monday-Friday: 6.30am – 10pm  
Weekends: 8am – 6pm

**Call us:** 01223 576110

**E-mail:** [sportscentre@chesterton.cambs.sch.uk](mailto:sportscentre@chesterton.cambs.sch.uk)

**Website:** [www.chestertonsportscentre.org.uk](http://www.chestertonsportscentre.org.uk)