

LOUGHBOROUGH MUSIC MAKERS TERMS AND CONDITIONS

1. Bookings and Payment

All bookings and payments must be made via the website. A place is not reserved without full payment received.

2. Participant Information

Parents must provide two up to date and contactable emergency telephone numbers, as well as medical and SEN information for each child attending the courses. This will be requested before the start of the term.

3. Availability and Allocation of Places

Places are limited and bookings will be taken on a first come, first served basis. If a term's course is full, names will be added to a waiting list and please note that this does not guarantee a place on the course. You will be contacted prior to the course if a place becomes available.

4. Joining Instructions

Arrival Instructions and a campus map will be sent the week before the start of the term's course. Please email music.makers@lsf.org if you haven't received the email by the Friday before the start of the term.

5. Cancellation and Refunds

Refunds will only be given in the event of any weeks being cancelled by Loughborough Schools Foundation. Any family cancelling will forfeit fees paid.

6. Behaviour and Conduct

Loughborough Schools Foundation reserves the right to withdraw any student from a course for behaviour that we deem to be detrimental to the smooth-running of the course or which might interfere with the safety of any other participants on the course.

7. Safety and Class Regulations

Regulations made for the safety and comfort of course members must be observed.

8. Liability

Loughborough Schools Foundation cannot accept responsibility for any personal loss or damage to property or any injury sustained by participants.

9. Photography and Filming

We may take photographs or videos during classes for use in Foundation promotional materials and social media. We do not use full-face images of children in pictures or videos to promote Loughborough Music Makers.

10. Course Structure

Each Saturday session runs from 9:00am until 12:00pm. Parents shall collect their children promptly at the end of each session. We reserve the right to charge a late collection fee of £15.00 per late collection (more than 10 minutes) per child and/or refuse any booking from the parents for any subsequent term if the parents have collected the pupil late on three or more occasions during the term.

11. Medical & SEN Support

First Aid trained staff will be always onsite in case of any incidents requiring medical attention. Parents must update a child's medical, allergy and SEN information on their School Hire Activities account if any details change. A member of staff may contact you to discuss the information provided and whether we are able to meet your child's needs.

12. Safeguarding

All classes are delivered in accordance with the Loughborough Schools Foundation Safeguarding Policy, which is available on request.