

# Brownlee Language International Summer School

## Terms and Conditions 2019

### Booking

It is advised that you make your booking as early as possible as places on the course are strictly limited. Confirmation of booking is subject to a deposit of £200. The balance of fees is payable before 10th of May 2019. Any booking made after this date must be paid in full within 21 days of invoice.

Any course payments made will require you to quote your unique booking reference, given on your invoice. The booking of a place is regarded as acceptance of our Terms and Conditions.

### Cancellation

All cancellations must be made in writing and take effect from the date we received such notice. Where a cancellation is made more than 30 days prior to the arrival date, there will be a refund of all course fees paid, minus the course deposit (£200). Where a cancellation is made less than 30 days prior to the arrival date, there will be no refund. Where a booking is amended less than 30 days prior to, or after the arrival date, there will be no refund for any missed course attendance.

### Course Rules

The course rules outlined below are designed to ensure that all students and staff are able to enjoy the summer free from any unpleasant, intimidating or aggressive behaviour and in safety.

The breach of any rule stated below may result in dismissal from the course. Furthermore, any student who breaks the law or displays aggressive, intimidating or inappropriate behaviour will face instant dismissal from the course. Should a student face instant dismissal, the student will be withdrawn from the course with immediate effect and will need to return home at the parent's expense at the earliest possible opportunity.

1. Students are expected to attend and engage in all meals, classes and arranged activities and excursions.
2. All damage to property, equipment and rooms will be charged to the student.
3. Gratuitous or wilful damage to school property, public property or other students' property may result in dismissal from the course.
4. Consumption or possession of alcohol by students of any age is not permitted and will result in dismissal from the course.
5. Drug-taking or possession of drugs will result in instant dismissal from the course.
6. Smoking is not permitted in any of the school buildings or in the grounds of the school.
7. Racist or intimidating behaviour towards another student or member of staff will result in dismissal from the course.
8. In the boarding houses, girls and boys may only mix in the designated recreation areas.
9. Any student who leaves their house after lights out may be dismissed from the course.
10. Personal mobile phones must be turned off during all lessons and scheduled activities. Our mobile phone policy must be adhered to.

### INSURANCE

All students must arrange and show proof of appropriate medical, travel and personal insurance. Students travelling from EU Countries should bring their European Health Insurance Card with them. This entitles EU Students to emergency hospital care and attendance at certain doctors. Please note that this will not cover elective procedures or dental visits. Students are not insured by the school or by the family against accidents, illness, theft or loss of personal effects and the school accepts no responsibility in the event of such occurrences.

We reserve the right to make any changes or alterations to any aspect of the course, in the event of unsuitable weather conditions or other factors beyond our control.