

TERMS AND CONDITIONS

Enrolment / Re Enrolment

Classes are conducted on a Public School Term Basis.

Re-enrolment for the same day, same time must be completed during the 2nd last week of term. Confirmation of booking will only be accepted by FULL Payment.

Positions which have not been secured in the 2nd last week of term will be open on a first come first serve basis to students changing days, times and new enrolments.

If you are in any situation of which you cannot make payment on the 2nd last week of term, please speak to our friendly office staff.

Uniform Policy

Swimmers are to ensure adequate swimming gear is worn whilst in the water. Initial enrolment will occur a \$25 fee. "Shelly Swimming" swim cap, goggles, and bag are provided upon initial enrolment. Replacement caps can be purchased for \$10.

Holiday Bookings

Payment must be made at the time of booking for any holiday program. There are no makeup lessons available for holiday program. There is no credit carryovers.

Note. We have a NO REFUND policy so please ensure you select your day and time carefully.

Personal Detail Changes

If your personal details change, please notify the staff as soon as possible.

Makeup Lessons

- o Makeup lessons are only available when term fees are current.
- o Only **two** make up lessons **per term** are permitted and must be taken within the term.
- o There is no credit or carry over for any lessons missed in the booked term.
- o A Make-up Lesson will be given on another day and time for the students who have missed their scheduled booking and have given appropriate notification.
- o These bookings are subject to availability and will be scheduled as other bookings permit.

Make-up lessons are not **guaranteed** and there is NO refund for classes not attended therefore it is advisable to attend all lessons to avoid disappointment.

Absentee notification

When you are unable to attend a lesson you are required to give notification.

Email/Parent Portal: Notice to be given before 8pm day before scheduled lesson.

Phone: Notice to be given before 7pm day before scheduled lesson.

NO EMERGENCY MAKEUP Lessons.

Cancellation Procedure:

At Shelly Swimming School, we have a no refund policy, so please be sure to book a suitable time and day. There is no credit carryovers.

Late payments

There is a \$10 late fee for any outstanding payments still due after week 3 of term.

Photo Consent

I understand that any photos/ videos taken or given to the swim school may be used for advertising purposes. This may include newsletters, on the notice board and on the swim school website.

- I **do not** give permission for any photos/ videos of my children to be used.

I understand and agree to all of the above terms and conditions of Shelly Swimming School, clearly understand we have a NO REFUND Policy and wish to enrol my child into our program.

Parent's Signature: _____

Date: _____