

# Terms and Conditions of Booking:



## Payment:

- Payment is required at the time of your course booking in order to secure your place on the course;
- Hawksmoor do not accept cheques however we accept all major credit and debit cards.

## Cancellations:

Each course is delivered by renowned lecturers and in consideration of their fees and other expenses such as catering, collation of relevant paper work for each delegate and preparation of certification; the following conditions to cancellations **MUST** apply without exception:

- Should Hawksmoor cancel any course due to unforeseen circumstances, delegates already booked onto a course will be given the choice of an alternative date;
- Cancellations more than 28 days in advance will be eligible for a full refund;
- Cancellations less than 28 days or more than 7 days in advance will be eligible for a 50% refund;
- Cancellations 7 days or less before the course **will not be** eligible for a refund.

## Health and Safety:

**Fire:** You will be advised at the start of the course of our comprehensive fire safety procedure;

**Smoking:** We operate a **no smoking policy** in conjunction with current law;

**Tetanus:** All delegates must ensure that they have a valid tetanus immunisation;

**Accidents:** Whilst every safeguard is assured, Hawksmoor Training Centre cannot be held responsible for any injuries during course attendance.

## General information:

**Mobile Phones:** Mobile phones are to be switched off at all times during lectures;

**Recording Equipment:** The use of any visual/audio recording equipment is strictly prohibited at all times;

**Car park and driveway:** Cars are parked at owners risk. The driveway is used at the owners risk.

Hawksmoor have 'access only' to the premises and cannot be held responsible for any damage to vehicles;

**Animals:** Hawksmoor Training Centre is committed to the well being of animals and as such we request delegates **do not bring their dogs** and leave them in the car for the duration of the course.

**Course time:** The scheduled time for the course to end may extend due to delegate interaction.

## Copyright:

All material and course content is copyright of Sue Hawkins. No copying of course information or material is authorised. Any infringement of copyright will be dealt with in accordance with current legislation.

## Disclaimer:

Hawksmoor training courses are continually updated and therefore it is the responsible of each delegate to ensure correct interpretation of course content. Whilst every safeguard is assured the Hawksmoor syllabus is subject to change without prior notice due to unforeseen circumstances.

After leaving Hawksmoor premises and Training Courses, it is each learner's own responsibility to ensure that they comply at all times with all legal and regulatory requirements and all codes of conduct relating to the hydrotherapy industry. Hawksmoor cannot accept any responsibility for any non-adherence to codes of professional conduct or non-compliance with legal and regulatory requirements.

**I have read and agree to the above terms and conditions**

Signed.....Print name in full.....Date.....