

Moreton Hall Summer School and Holiday Programmes Terms and Conditions 2019

1. Booking

The booking of a place on any of our Summer School or Holiday programmes or courses is regarded as acceptance of these Terms and Conditions.

Due to the limited numbers of spaces on our courses, it is advised that you make your booking as early as possible. *Please note that no course payment should be made to Moreton Hall Ltd prior to the receipt of the invoice and written confirmation of a place on the course.*

On receipt of direct bookings, confirmation of a course place(s) and an invoice will be sent to students for 20% of the course fee (non-refundable). Those students whose agents require a security bond will have that bonds held by Moreton Hall until the end of the course at which point any extras incurred during the course will be charged and the unspent balance refunded. *Courses booked via an agent may be subject to the agent's booking conditions.*

The balance of the cost will be payable within 60 days before the course commences.

2. Cancellation

All cancellations must be made in writing and take effect from the date on which we receive such notice. Please consult the table below for refund information.

Refunds:

Category	Time Application Received	Amount Refunded	Documentary Evidence Required
Visa refusal	At any time	All payments less Visa admin fee	Original letter of refusal from the Department of Immigration
Special Circumstances*	At any time	Remainder of the course fees	Document evidence as appropriate
Withdrawal by student	Up until Easter Holidays	All payments less deposit, admin fee and Visa admin fee	
	More than 60 days before of the course start.	50% refunded less deposit, admin fee and Visa admin fee	
	Within less than or equal to 60 days before the course starts.	No refund. School credit or course change may be offered.	

* at the discretion of Moreton Hall



3. Course Rules

The rules below are designed to enable everyone, whether student or staff, at Moreton Hall's Summer School or other non-term time programmes, to have a safe and enjoyable experience. We reserve the right to exclude any student who continually breaks the rules, breaks the law or indeed displays unacceptable behaviour; in the case of a student's dismissal from the course they will have to return home at their own expense and will receive no refund of course fees.

- Students are to attend all their lessons, sporting and other activities, excursions and meals.
- Students are responsible for their own belongings. Although Moreton Hall is a secure environment, we advise students to hand money and items of particular value into the office in their House.
- Students are expected to keep their rooms tidy, make their beds and tidy after themselves in the dining room.
- Any damage to school property will be charged to the student responsible. If a student deliberately or gratuitously damages any school property, disciplinary action will be taken. If damage is caused by a group of students, all students will incur a share of the charge.
- Consumption or possession of alcohol by students of any age is not permitted for the duration of the students' course, on or off the school site.
- Drug-taking or the possession of drugs will result in the instant dismissal of all students involved from the course. No refund of course fees will be given and students will be liable for the cost of their travel home.
- Smoking is not permitted in any school buildings or in the grounds of the school.
- In any co-educational boarding houses, male and female students are only to mix in the designated common rooms.
- No student is to leave their House after lights out.
- Racist or aggressive behaviour towards other students or staff will not be tolerated.
- Mobile phones are to be handed in during all lessons and activities and at other times deemed appropriate including some overnight periods.
- Parents attending summer courses with their children are responsible for their children outside those activities or periods of tuition during which the children have been signed into Holiday Club or any other programme.
- Parents who take their children on excursions or trips from Moreton Hall are responsible for those children when off-site, unless the children are signed over to the staff on duty.

4. Photography/Advertising

Photographs and/or videos may be taken of the students whilst they participate in all aspects of the Summer School and year round Holiday programmes. Moreton Hall reserves the right to use these materials as part of promotional and advertising materials in the future, unless the school receives written instruction to the contrary from students' parents or guardians.

Students will be asked to fill out end of course questionnaires upon conclusion of the course.

Moreton Hall, unless otherwise informed by the student, reserves the right to use this information in future promotions.





5. Student Visitors

Parents, guardians and friends may visit students whilst they are at the Summer School or other Holiday programmes however at least 24 hours prior warning must be given. If a student is to be taken off the school premises, or taken out of the responsibility of our staff during an excursion, the parent/ guardian must have given written permission at least 48 hours in advance.

6. Travel Arrangements

Moreton Hall must be kept up to date with every detail of a student's travel arrangements, and of any changes to those arrangements. For arrival by air, the cost of excess baggage is entirely the responsibility of the student and not covered by Moreton Hall. Moreton Hall is able to organise airport transfers for students with advance notice – the cost of this transport will be paid in advance or added to the student's bill where appropriate.

7. Early Departure

Except at the discretion of the School, there will be no refund for early departures.

8. Insurance

All non-UK based students attending a course at Moreton Hall must take out medical insurance. Treatment available on the NHS may be charged to the student and it is essential that students take out insurance to cover such bills.

9. Liability

Moreton Hall School has public liability insurance.

10. Changes to Courses

Moreton Hall reserves 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.

Accredited by the



for the teaching
of English

