

Terms & Conditions for Parents

ROCKLEY ADVENTURE TRIP 2008 TERMS & CONDITIONS

We are delighted that your child is to be included on one of our Rockley Adventure School Trips. In order that the trip runs smoothly, safely and of course that everyone (accompanying staff and especially pupils) all enjoy it, we would be grateful if you could read through the following. The Behaviour and Conduct section should be read together with your child and you should both agree to follow the guidelines.

Behaviour and Conduct

Pupils will:

- 1 Whilst at the activity centre, treat all centre staff with the same respect and manners, as we would expect for all of our school staff.
- 2 During the outbound journey, the duration of the holiday and the return journey, be expected to behave in a way expected by both parents and school alike (all normal school rules will apply).
- 3 Follow the guidelines for the coach and ferry travel as detailed by the coach drivers and your teachers at the outset of the journey.
- 4 Follow the centre and activity rules, which are explained on arrival.
- 5 Take part in all of the activities, unless there is a medical reason to prevent them from doing so.
- 6 At all times, wear the unique identification wristband, which is issued on arrival at any of our French centres.
- 7 Respect other people's property.

Pupils will NOT:

- 8 Be allowed to smoke.
- 9 Be allowed to drink alcohol.
- 10 Bring, purchase or obtain offensive weapons.
- 11 Threaten, use violence or bully any other person.
- 12 Use or have in their possession any drugs, medication or other illegal substances.
- 13 Remove the unique identification wristband. Pupils without a wristband are not allowed on any activities. Wristbands deliberately removed will only be replaced upon payment of a fee.
- 14 Enter the tent accommodation of pupils of the opposite sex.
- 15 Disturb others or prevent them from getting to sleep after lights out (pupils will need their sleep for activities the following day).
- 16 Behave in any way which could endanger the safety or well-being of themselves, other pupils, adult staff, centre staff or members of the public.
- 17 Use any equipment or try any activity without the supervision of staff.

- If both the Group Leader and Rockley Adventure deem a pupil's behaviour to be unacceptable eg endangering the safety of others or the quality of the holiday of others, then that pupil will be repatriated. The cost of such repatriation must be met by the parent/guardian of that pupil.
- Rockley Adventure also reserves the right to charge for the full amount of the cost of repair or replacement of any of the Company's equipment damaged wilfully, damaged under the influence of drink or drugs or damaged as a result of a group member not obeying the Company staff's instructions.
- At any point prior to the date of departure, a pupil's place can be cancelled due to serious ill discipline, either in or outside of school, which may incur loss of deposits/monies paid.

Payment Schedule

- 1 The initial booking deposit is £50.00*.
- 2 The second deposit is £60.00* and is due by the 1st February 2008.
- 3 The balance* is due 2 months prior to the departure date.

* deposits and other monies paid are not refundable upon cancellation unless the reason for cancellation falls within the terms of the group's insurance policy

Cancellation

- 1 If a pupil cancels before the 1st February 2008 then all money, except for the £50.00 first deposit, will be refunded**.
- 2 If a pupil cancels after the 1st February 2008 but before 2 months of the departure date then all money, except the first and second deposits of £110.00, will be refunded, unless the reason for cancellation is covered by the group's insurance policy**
- 3 If a place is cancelled within 2 months of the departure date then the full cost of the holiday is still due ie no refund, unless the reason for cancellation is covered by the group's insurance policy.

** if a substitute pupil can take up the place then the deposit (£50 or £110) less the administration fee of £20 can be refunded.

Insurance

- 1 Travel insurance is included in the cost of the trip and is provided by Royal and Sun Alliance Plc and Groupama Insurance Company Limited and administered on their behalf by Towergate Underwriting Personal Accident and Travel. A summary of the insurance cover provided is detailed in section opposite. You can view and download the full insurance policy from our website www.rockleyadventure.com.
- 2 It is a condition of the insurance that no trip will be covered if at the time of booking or paying for the trip that the person taking part:-
 - 1) Has received a terminal prognosis.
 - 2) Has a Pre-Existing Medical Condition. This means:
 - a) Any respiratory condition (relating to the lungs or breathing but not including Asthma which is solely controlled by Ventolin or similar medication), heart condition, stroke or cancer for which they have ever received treatment.
 - b) Any medical condition for which they have received surgery, in-patient treatment or investigations in a hospital or clinic within the last six months.
 - c) They are on a waiting list for or have knowledge of the need for surgery, in patient treatment or investigation at a hospital, clinic or nursing home.
- 3) They are aware of any circumstances that could reasonably be expected to give rise to a claim on the insurance.
- 4) It is a condition of this insurance that no trip will be covered under the insurance if at any time if the person taking part:-
 - a) Is travelling against the advice of a Medical Practitioner or would be travelling against the advice of a Medical Practitioner had they sought his/her advice.
 - b) Is travelling with the intention of obtaining medical treatment including surgery or investigation) or advice outside of the United Kingdom or within the Channel Islands.
 - c) Is suffering from stress, anxiety, depression or any other mental or nervous disorder unless it has been investigated and diagnosed as such by a consultant specialising in the relevant field.
 - d) Is expected to give birth before, during or within two months of the end of the trip.

If their health changes after booking and before the trip, you must contact the Group Leader and Rockley Adventure to make sure the insurance cover is not affected.

Claims - Loss, Damage or Theft

All reasonable steps to safeguard property should be taken. The insurer will not cover valuables left unattended on a beach or not secured in the locked boot of a motor vehicle. Please note that all losses of Baggage and Personal Money MUST be reported to our Centre Manager and the Police within 24 hours of discovery.

Valuables

The insurance policy provides cover for any one article, pair or set of articles, for example a set of cds, up to £300. The maximum the insurer will pay for all valuables is £350.

Valuables are defined as, for example, jewellery, watches, cameras, audio equipment (including cds) and computer games.

Please be aware that personal items from the above list can mount up very quickly but if lost, stolen or damaged, the amount that can be claimed is limited to £350 in all.

Summary of Insurance Cover

Medical Expenses	£5,000,000*
Cancellation/Curtailment	£3,000*
Personal Accident	up to £2,500* (up to £25,000 if over 18)
Baggage	£1,500* (Limited to £350 in all for valuables & £300 for any one article)
Personal Money	£500* (Limited to £250 cash)