No.1 JUNIOR GOLF ACADEMY
BE THE BEST

Dear Parents/Guardians,

The No1 Junior Golf Academy offer golf lessons at Busbridge Junior School. The No1 JGA prides itself on giving all boys and girls the chance to learn and improve their golf at their own speed. I believe this great sport improves children's eye-hand coordination, etiquette, behaviour and many more lifestyle skills.

Lessons take place on a Thursday morning before school between 0800 – 0900

If your son or daughter is interested in golf and would like to start golf or improve their golf, The No1 JGA is here to help.

The dates for the 1st half of the new term are 10th January – 14th February (6 weeks) and the cost is £54.00.

2nd half of the term the dates are 28th February – 28th March 2019 (5 weeks) and the cost is £45.00

Each child will get a No1 JGA Sticker Booklet and will work through this at their own speed working on the four main parts of golf. These are Putting, Short Game, Mid Game and Long Game. I provide all the clubs and equipment, children with their own clubs are welcome to use them (Just check with school if this is ok) I am fully committed to providing the children with a great knowledge of the game but also having lots of fun.

If you would like your son/daughter to take part in the No1 JGA golf lessons at school, please fill out our Consent Form and send back to me; Paul Creamer, 89c Greenfield Road, Farnham, Surrey, GU9 8TH **DO NOT SEND INTO SCHOOL**.

The No1 JGA has our own Terms and conditions in place, please read our terms and condition to avoid confusion between school clubs and other clubs.

Important notes

Bookings are accepted on a first come, first-served basis and must be accompanied by a signed consent form and full payment of the course fee. Any reservations or bookings received without payment will not be deemed valid until payment and consent form is received in full. All students that take part in the No1 JGA lessons will automatically be re-enrolled into the next term/half term's lessons.

If you child does not wish to continue with the golf for the next term/half term, I ask for one month's notice before the start of the next term/half term. Failure to provide the correct notice will incur a cancellation fee equal to the cost of that term.

If you have any questions, please feel free to get in touch: 07887 527364

Many Thanks

Paul

Paul Creamer
PGA Professional
No1 JGA

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Consent Form



Name of Child:

School:

Date of Birth: D D M M Y Y Y Y Male: Female:

School Year:

Parents name/s:

Address:

Post code:

Landline / Mobile: /

Email:

Allergies or Other

Important Information:

I confirm I have read the terms and conditions of the No1 JGA Ltd and I give permission for my Son/Daughter to take part in golf with the No1 JGA Ltd.

Signed: Date:

I confirm that I give permission for my Son/Daughter to have their photo taken. There will be no names on any photos taken.

Signed: Date:

Booking Terms and Conditions

Please understand that by booking on any of our courses, you agree to the terms and conditions listed below.

1. **Bookings**

1.1. Golf Lessons at school - Bookings are accepted on a first-come, first-served basis and must be accompanied by full payment of the course fee. Any reservations or bookings received without payment will not be deemed valid until payment and consent form is received in full. All students that take part in the Academy will automatically be re-enrolled into the next term's lessons unless 1 months' notice is given in writing.

1.2. Golf Days - We require all places on golf days to be booked prior to the day commencing. Payment is required before turning up to Golf day. Registration and payment on occasion may be accepted on the day, depending on the availability, but we cannot guarantee a place so please have alternative arrangements ready. You are responsible to give 24hrs notice if your child cannot attend the Golf Day or you will be liable for the full amount of the Golf Day.

2. **Payment**

No1 JGA accepts the following forms of payment: cheque, bank transfer. Cash payment will only be accepted for on-the-day bookings. You must include an invoice number on your payment.

Business Name: Paul Creamer Golf Ltd
Account Number: 71835203
Sort Code: 40-21-05
Bank: HSBC

All payments must be received PRIOR to start of term or golf day. If your payment is late you will be issued with a £10 late payment fee. If you continue to not pay your child will be removed from the lessons.

2.1 **Outstanding Invoices**

Any outstanding invoices will be passed on to a debt Collection agency after 30 days of final reminder, there will be an £85 charge added to the total outstanding.

3. **Quality of Course**

Our courses are taught by competent instructors providing the use of modern (free of defects) equipment and up to date teaching strategies carried out with reasonable care and skill. All are instructors are PGA professionals. Each course or training day will conform to the description on the website or information provided.

4. **Cancellation of course by No1 JGA**

4.1 Golf Lessons at school - should it be necessary for No1 JGA to cancel a term lesson, you will be offered a full credit.

4.2 Golf Days - should it be necessary for No1 JGA to cancel a Golf day due to lack of participants or weather etc., you will be offered a full credit/refund or a place on the same or similar day at a later date.

5. **Cancellation and Refund policy**

5.1 If your child cannot participate in a lesson due to school trips or events the charge of the lesson still applies and no credits will be issued.

5.2 Routine illnesses or sick days will incur normal charges but if the student has a serious medical condition that will require coming out of the lessons for a reasonable amount of time then a credit will be issued.

5.3 If your child does NOT wish to continue with the golf for the next half term, you need to give us at least one month's notice before the start the new term. Failure to provide us with the correct notice will incur a cancellation fee equal to the cost of the half term.
5.4 In the event of a school in-set day being present a credit note will be given.
5.5 Golf Days - You are responsible to give 24hrs notice if your child cannot attend the Golf Day or you will be liable for the full amount of the Golf Day.

6. **Returned payments**
Payments returned by the bank are subject to bank charges. Any bank charges incurred by No1 JGA as a result of returned payments must be paid in full by the customer, in addition to the original fee. No1 JGA does not accept any liability for bank charges you may incur if a post-dated cheque is processed. Due to the high volume of payments received, the responsibility rests firmly with the customer to ensure all payments are valid at the time of booking.

7. **Late collection fee**
No1 JGA reserves the right to charge additional fees for late collection of children at a rate of £10.00 per child for every period of 15 minutes that elapses after the appointed collection time. This rate is applicable for golf days and after school lessons.

8**. Arrival**
Parents/guardians should ensure children arrive no earlier than 15 minutes before the designated start time for the day/session. We are unable to take responsibility for children who arrive earlier.

9. **Departure**
Parents/guardians should arrive at least five minutes before the designated end time for the day/session. No child will be able to leave the premises without a parent/guardian unless written notification is received before the start of course detailing suitable alternative arrangements.

10. **Behavioural Standards and Exclusion**
No1 JGA expects all children to behave at all times in a manner that is acceptable to both fellow children and No1 JGA staff. No1 JGA reserves the right to exclude a child from the course where he/she fails to maintain the required standard. Such failure shall include, but not be limited to, racial, sexual, verbal or physical bullying of a fellow child or member of staff. Transportation of the child home will be the responsibility of the parent/guardian, and no refund or credit will be issued.

11. **Medical Information**
- EpiPen guidelines
No1 JGA staff are first aid trained and in emergencies would be able to administer EpiPens. However, written permission to do so from the parent/guardian is required. The parent/guardian must state in the letter that permission is given to administer the EpiPen but that they fully understand and that they (the parent/guardian) accept full responsibility.
- Medical conditions and allergies
The parent/guardian must state on the booking form any medical condition or allergies their child has, or any relevant background information that No1 JGA staff need to be aware of while their child is attending a NO1 Junior Golf Academy Lesson.
- Medication
The parent/guardian must give written consent for the administration by No1 JGA staff of prescribed medication.
- Emergency First Aid
The parent/guardian gives consent for No1 JGA staff to administer emergency first aid and see professional medical help where necessary.

12. **Lost Property**
Please ensure children do not bring valuable toys or belongings when attending golf lessons/days. No1 JGA cannot accept liability for lost, stolen or damaged items. Please ensure clothing and other belongings are clearly labelled with the child's name to help us return unclaimed items. Lost property will be kept at the No1 JGA office for a period of three weeks after the end of the course. If items are still unclaimed after this period, No 1 Junior Golf Academy will distribute them to local charities.

13. **Photography**
On occasion we take team photographs during our school term courses. On the golf days, individual photos and videos are sometimes taken to encourage and enable the student to be able to view and relate back to the skills they were taught on the day. The photos and/or videos may be used for marketing and promotional purposes. Any photos and/or videos of the school team that are used for the website and displayed on the school board will have no names of students attached or displayed at any time. If you would rather your child was not included in any photographs or videos, we must be informed either at the time of booking or in writing before the start of the course.

14. **Liability**
No1 JGA does not accept liability for sickness, personal injury or death of any participants unless directly caused by the proven negligence of the company or its servants. Organisers providing the facility and their servants are under no liability whatsoever in respect of personal injuries, loss or damage to property whilst attending any No1 JGA course/lesson.

15. **Insurance**
Participants are covered by our Public Liability Insurance. This cover is for up to ten million pound.

16. **Complaints**
No1 JGA is fully committed to delivering the highest standards of coaching to the community. We aim to ensure every child has a fantastic experience from any golf lesson or day and that they cannot wait to come back. If you or your child is not entirely satisfied with the service we provide, we would like to hear about it. If we are aware of any problem while your child is still attending a course, we can aim to resolve this at an early stage. You can be assured that any complaint will be taken very seriously. In the first instance, the complaint should be made to the coach, who will look into the matter. If you feel the response to the complaint is not acceptable or you would like to take the grievance further, the complaint should be made in writing and addressed to:
Paul Doherty,
No1 Junior Golf Academy,
6 Undercliff court
Undercliff Road
Wemyss Bay
Scotland
PA18 6AL

17. **Changes of Terms and Conditions**
Terms and Conditions are correct at the time of publication/issue and are subject to change without prior notice.