

All-inclusive Summer Camp

**Enrolment Form,
Booking Conditions & School Regulations,
Parental Authorisation & Confirmation**

All-inclusive Summer Camp Enrolment Form

DATA PROTECTION: BY COMPLETING THIS FORM THE STUDENT IS CONSENTING TO HAVING THE INFORMATION PROCESSED AND RETAINED BY US. WE WILL ONLY USE THE INFORMATION FOR THE PUPOSES OF ENSURING APPROPRIATE SERVICE TO THE STUDENT AND WE SHALL NOT DIVULGE ANY INFORMATION UNLESS SO REQUIRED BY LAW. STUDENTS MAY VERIFY THEIR INFORMATION AT ANY TIME DURING NORMAL OFFICE HOURS.

Personal Details

Title	<input type="checkbox"/> Mr <input type="checkbox"/> Ms	Sex	<input type="checkbox"/> Male <input type="checkbox"/> Female
First Name		Date of Birth	
Surname		Nationality	
Address		Native Language	
		Does student suffer from an illness/disability?	<input type="checkbox"/> Yes* <input type="checkbox"/> No
		Does student have any dietary needs?	<input type="checkbox"/> Yes* <input type="checkbox"/> No
City		Does student have any allergies?	<input type="checkbox"/> Yes* <input type="checkbox"/> No
Post Code		*Please give details (These details are requested in order to ensure that the student's needs are properly addressed. Please use a separate sheet if necessary)	
Country			
Telephone N°			
E-mail Address			

Passport / Identification Document Details

Passport / ID N°		Place of Issue	
Date of Issue		Date of Expiry	

Programme Details

Programme Type	All-inclusive Summer Camp	What is student's level of English?	
Start Date		End Date	

Flight Details

Does student require airport transfers	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Arrival Date		Departure Date	
Arrival Flight N°		Departure Flight N°	
Arrival Time		Departure Time	

Payment Details

Resource fee	€ 40.00
Programme Fee	€
Extra night/s	€
Total	€
25% Deposit - to confirm booking	€
75% Balance - to be paid 14 days prior to arrival	€

All-inclusive Summer Camp

Booking Conditions & School Regulations

DEFINITIONS: "The school", "All-inclusive Summer Camp", "junior programme/s" "we", "us", "our" or derivatives thereof mean the programme organised by Clubclass Limited, and where the context requires any director, employee, manager, contractor or consultant thereof.
"Student" or "you" means the student indicated in the enrolment and booking form documentation submitted at the time of booking.

The relationship between the School and the student and his/her parents is governed by Maltese law and subject to the jurisdiction of the Courts of Malta.

1. A reservation is confirmed only once the School's documents have been issued following receipt of the:
 - a. completed Enrolment Form, and
 - b. signed Parental Authorisation & Confirmation FormThe full payment is to be settled at least two weeks prior to arrival. All fees are to have been settled before the enrolment start date and no student will be allowed to start their programme until payment has been received.
2. If a reservation is cancelled 29 days or more before the enrolment start date a cancellation fee of € 150.00 will be charged. If a reservation is cancelled 28 days or less before the enrolment start date the full deposit paid will be forfeited. If a student does not arrive on the enrolment start date, is absent during the course or leaves before the end of the package, a cancellation fee equivalent to the price of the complete package booked will be charged.
3. All students, irrespective of their age, participating in this programme must abide by all the Booking Conditions and School Regulations.
4. Check-in on the day of arrival is 14:00 and check-out on the day of departure is 11:00.
5. Upon arrival, all students must leave their passport / national ID card and flight ticket at the Summer Camp reception together with a damage deposit of € 50.00. This damage deposit is held on account of any costs that may be incurred by the school in respect of missing items of inventory, breakages, damages or excessive dirt that students may cause to the school or accommodation, or during any service provided by the school or its sub-contractors. In the case of accommodation, since a maximum of 4 students will be accommodated in each room, all students in the respective room will be held equally responsible if no single student accepts responsibility. Costs will be charged in full and as they arise.
6. Students will be given a room key. In the event that the key is lost, broken, misplaced or not returned on departure, a charge of € 30.00 will apply.
7. The Summer Camp is an all-inclusive programme, and students must attend ALL lessons and activities. Students must be punctual and latecomers will be excluded from the respective activity or lesson at the sole discretion of the teacher or organiser of the activity. Only students who have been visited and certified as being sick by the school doctor will be allowed to miss lessons and activities.
8. Students may leave the Summer Camp premises ONLY if they are accompanied by a group leader or relative. In such cases relatives need to sign a parental / guardian consent form.
9. A colour coded bracelet will be given to all students and this must be worn at all times. Students need the bracelet to participate in the whole programme (excursions, activities, meals, accommodation, etc). If the bracelet is removed, students will be charged € 5.00 for a replacement bracelet.
10. All activities and excursions do not include entrance fees to museums and places of interest; these will have to be paid for by the student.
11. Bed linen is changed every 3 days. In order to get fresh towels, used towels are to be placed in the bath. An on site launderette is available at an extra charge.
12. Rooms are cleaned daily. The bathroom must be kept clean and tidy after use. Students are responsible to clean the room/s that are messed up through improper behaviour.
13. The 'lights out' for students on the all-inclusive Summer Camp is midnight.
14. The Summer Camp accommodation is located within a hotel and consists of separate rooms for boys and girls; students must not go into each other's rooms. Socialising is to be held around the pool area or the lounge by reception until the 'lights out' time.
15. Students must not purchase, possess or consume alcohol, cigarettes or drugs (unless prescribed by a medical practitioner).
16. Personal objects are the individual's responsibility and students are advised to take care of their belongings and never leave their personal possessions unattended. Students may deposit their valuables in a safe against a refundable deposit of € 10.00, or lock their personal belongings in their own luggage. Their possessions are not covered by the school's insurance policy. The directors, management or staff cannot be held responsible for the theft, loss, or damage to students' valuables.
17. Students are to lock their room door every time they leave their room.
18. The school has its own doctor and dentist, who are available at a charge. Should students require these services, this can be arranged through the school representative. The school reserves the right to be fully reimbursed for any medical or related costs it may incur on behalf of the student who requires urgent medical attention.
19. Students suffering from any condition, illness or disability must inform the school upon booking, providing all relevant details so that the necessary arrangements can be made prior to arrival.
20. It is the student's / parent's / guardian's responsibility to ensure that they are in Malta with a valid visa. Whilst the school endeavours to support students with visa related issues at all times, it cannot be held responsible for decisions taken by local authorities.
21. Concerns regarding courses, accommodation, or any other service provided by the school or its sub-contractors are to be registered at the school / Summer Camp reception within 24 hours of the occurrence.
22. A certificate of participation is awarded at the end of the programme. Students who are absent from their lessons and / or activities without reasonable justification or have been expelled from the programme will not be awarded this certificate.
23. The school reserves the right to change the location, times of lessons, the accommodation to another type of similar or better standard at no extra charge, or other parts of the programme, where circumstances beyond the school's control necessitate such changes.
24. Photographs taken during the programme may be used to illustrate its promotional material. If a student does not want his or her photo to appear in this material, s/he should write to the school within one month of the photo-shoot. These photos have no commercial or contractual value.
25. The directors, management or staff cannot be held responsible for failure to comply with any of their obligations if this is due to a situation beyond the school's reasonable control.
26. The school may, without being held liable in any manner whatsoever, exclude students from any service applied for, if, in the opinion of the directors, management or staff they appear likely to endanger their own health, safety or comfort, or that of other students, or damage the reputation of the school. If a student regularly fails to observe the school's conditions and regulations, the directors, management or staff reserve the right to expel the student. There will be no refund in the event of repatriation and the school shall have the right to be fully reimbursed for any costs incurred.

All-inclusive Summer Camp Parental Authorisation & Confirmation

Please complete, sign and send to the school with your enrolment.

Name & Surname (of student) :
Date of Birth :
Arrival Date :
Departure Date :

Name & Surname (of parent / legal guardian) :
Address :

Phone :
Mobile (of parent / legal guardian) :
e-mail (of parent / legal guardian) :

MEDICAL INFORMATION

Date of your child's last tetanus vaccination :

Does your child take any regular medication? Yes No

If yes, please give details :

Does your child suffer from any serious illness, allergies or behavioural problems (eg. asthma, diabetes, epilepsy, nut allergy, panic attacks etc.)

Yes No

If yes, please give details :

In case of minor pain or illness such as headache, mild cold or sore throat, do you agree to your child being given non-prescription medicine such as aspirin, paracetamol, cough medicine or throat pastilles? Yes No

EMERGENCY HOSPITAL TREATMENT

In case of an emergency requiring hospitalisation and / or surgery the school requires the parent or legal guardian of the student to authorise the management to carry out whatever action is deemed necessary in order to safeguard the health of the student in question, in those instances where the parent or guardian cannot be contacted within an appropriate time. The consent given by this form is intended to prevent any dangerous delays when emergency treatment is essential. In any event reasonable efforts shall be made by the school to contact the parent or legal guardian before any major treatment administered.

AUTHORISATION

I hereby only authorise my son / daughter / ward to take part in the programme (activities, course, etc.) which are organised by the school. I also authorise the school to take whatever action is deemed necessary to safeguard the health of my son / daughter / ward while attending a junior programme in Malta and I waive any claim against the school for damages that may arise out of any decision taken by the school. I understand that the school notwithstanding this present waiver remains liable for any acts or omissions of gross negligence.

CONFIRMATION OF UNDERSTANDING

I also confirm that I have read and accepted the Booking Conditions and School Regulations for the junior programmes, and that these have been explained to my son / daughter / ward.

Signature of parent / legal guardian :

Signature of student :

Academplux
info@academplux.com
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Today's Date :