Important Key Terms & Conditions



Booking & Payments

- Activities and trips are organised on a **non-profit basis**.
- A place is secured once the **deposit, or first instalment** is paid.
- Deposits are **non-refundable**, except if:
    - The school cancels the activity/trip or
    - The activity is oversubscribed, and your child cannot be offered a place.
- Full payment must be made **in advance and by the stated deadline** for participation to be permitted.
- Failure to make payments by the published deadlines will result in the place being **withdrawn and offered to another student**.
- The school does **not issue payment reminders** after the final instalment deadline.

Refund Policy

The school commits funds to suppliers and tour operators in advance, so refunds are limited.

Illness or Other Unavoidable Circumstances

- If a student cannot attend due to illness or circumstances beyond their control, the school will try to find a replacement student.
- If no replacement is found, **no refund will be available**.
- Parents/carers are strongly advised to arrange appropriate **travel insurance**.
- Refunds cannot generally be provided because costs are based on the final number of participants and are paid in advance.

Changes, Cancellations & Withdrawals

Once a deposit has been paid and a place confirmed:

- Requests to change or cancel a booking are **not eligible for a refund**.
- No refunds will be given if:
    - A student is unable to attend due to illness or injury.
    - A student attends another event that clashes with Activities Week.
    - A student decides not to participate.
    - A parent/carer chooses to withdraw their child.
    - A family takes a holiday during Activities Week.

Off-Island Trips & Insurance

- If an off-island trip is cancelled due to events such as terrorism concerns or government travel advice, government insurance may not cover deposits or parental contributions.
- Parents/carers should ensure their own travel insurance provides suitable cover for such circumstances.

Student Behaviour

- Participation is subject to satisfactory behaviour and conduct.

- Students are expected to act responsibly and be positive ambassadors for Le Rocquier School.
- The school may withdraw a student from an activity or trip if their behaviour becomes unacceptable before the event.
- In such cases, **no refund will be provided**, and any deposits or instalments already paid will be forfeited.
- The student will remain in school during Activities Week.

Attendance

- Activities Week forms part of the normal school programme and **attendance is compulsory**.
- Absences for family holidays will **not be authorised**.
- No refund will be given if a holiday is booked after a deposit has been paid.

Changes to Activity Costs

Activities are costed based on expected participant numbers. If insufficient numbers sign up, the school may:

- Cancel the activity or
- Increase the cost per participant to allow it to proceed.

Parents/carers will be informed as soon as possible if either situation arises.

ParentPay Payments

- All deposits and instalments must be paid via **ParentPay**: www.parentpay.com
- The school does **not** accept cash, cheque or BACS payments for Activities Week.
- For ParentPay support, replacement activation codes, or to add an additional payer, contact: **n.fox@lrs.sch.je**.

By paying the deposit or first instalment, parents/carers acknowledge and accept these terms and conditions.