



## Notes to parents

- 1a. How to book:  
Please read the leaflet carefully and decide which day/s your child would like to attend and make a note on the booking form.
- b. Complete the application form, ensuring you have written in the correct activity day/s
- c. Return the form with the correct remittance to Monmouth School Sports Club, Hadnock Road, Monmouth, NP25 3NG at your earliest convenience. Please note **no bookings** will be accepted without payment. Prices are £17.00 per child, per day. All major credit/debit cards accepted except American Express. Please make cheques payable to: **Monmouth School Enterprises Ltd.** Places will be booked on a first come first served basis.
2. Please do not drop your child at the Sports Club earlier than 9.00am or collect them later than 5.00pm (outside these hours we cannot guarantee supervision).
3. The guardian bringing the child and collecting the child will be required to sign a document stating their arrival/collection. **This must be done within the building (under no circumstances will the child be allowed to leave the building without prior arrangement).**
4. Each day your child will require:  
Suitable clothing for indoor and outdoor sports activities.  
Packed lunch, snacks and plenty of water or juice
5. Please ensure any medication required is supplied with written instruction ie doses and frequency etc
6. Please inform the Sports Club staff if your child has any form of disability or illness that may be of relevance to the instructors (including allergies).
7. Please ensure you complete a medical form on your child's first visit to the activity day and that we have a contact telephone number everyday they attend.
8. Please limit the amount of items of value the child /ren bring i.e. electronic games, excessive amounts of money
9. The Sports Club staff will not tolerate bullying of any kind if this is found the child involved will be banned from any future activities.
10. Card receipts that are not collected by the end of the current holiday programme will be destroyed.

## Multi Sport Session Guidelines

- Each day starts at 9am and ends at 5pm
- All children must be 8 — 12 years old
- Cost **£17.00** per day
- Payments can be made by cheque/card or cash at reception.
- Payment must be received at time of booking.
- To book your session/s please visit reception or phone the Sports Club for an application form **01600 714381** or visit our website [www.mssportsclub.co.uk](http://www.mssportsclub.co.uk)
- Failure to attend a session will result in that session being forfeited.
- Parents & spectators must observe from the sports hall viewing gallery only.
- After a session children may be collected from within the Sports Club.
- Suitable dry clean footwear must be worn in the Sports Club at anytime.

Parents please note: The coach will spend the first few minutes of the day to determine the child's ability and place them in the appropriate group. The children will be grouped according to the general ability of the existing group per course (this may mean they may not be in the same group in subsequent days) The assessing coaches decision will be final, however if a child improves to such an extent during a session the coach may decide to move them to another group.

### Refunds

Should the Sports Club be unable to fulfil its obligations a full refund will be given to all affected patrons. Refunds for any other reason are at the discretion of the Monmouth School Sports Club management and are subject to a 15% administration charge. All requests for refunds must be made in writing to the Sports Club Manager.

