

SU Weekend Booking Form



Weekend code

About child (PLEASE PRINT)

Surname

First name

Usually known as

D.O.B / /

Male Female

About parent / guardian

Surname

First name Title

Address

Postcode

Phone

Mobile

Email

Child's present school year

P5 P6 P7 S1 S2 S3 S4 S5 S6 Left school

School

If P7, indicate school to be attended next year

Special requirements

- Health or Additional Support Needs
 Dietary requirements (including food allergies)

Please give brief details - we may contact you for more info.

My child is under 16 and I am happy for their photo / video to be used for publicity purposes by SU Scotland. Yes No

I am happy to receive information by email about future events which may suit my child. Yes No

What prompted you to make this particular booking?

- School presentation Friend Booked before Family member SU Scotland website
 Online search Church SU Scotland publication Other: _____

Promotional code

Travel

Will your child be joining one of our Travel Options? Yes No

If Yes, which of our Travel Options shown in the Weekend leaflet would you like to book?

Who would your child like to share accommodation with? (max. three names)

Payment

£20 deposit Full payment

Method of payment Cheque Cash

For cheques, please make payable to SU Scotland and write the child's name on the back.

Parental consent

- I am in full agreement with this booking.
- I have read and understood the SU Holidays Terms & Conditions.
- In the event of a medical emergency I authorise SU Scotland to sign any required declaration on my behalf.

Parent / guardian signature

We promise to look after your data in accordance with General Data Protection Regulation. For more information, visit [suscotland.org.uk/privacy](https://www.suscotland.org.uk/privacy). SU Scotland is a registered charity (no. SC011222) and a company limited by guarantee (no. SC54297). Registered office: 70 Milton Street, Glasgow G4 0HR.

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Terms & Conditions

Payment

A deposit is required when booking your provisional place. Details of the deposit and the date when balance of fees requires to be paid in full are given below:

- Weekends: £20 deposit; balance due three weeks before
- Snowsports: Holiday and Sailing Holiday: £100 deposit; balance due six weeks before
- All other Holidays: £50 deposit; balance due six weeks before

Details of the amount payable and the due date will be sent with your Confirmation of Booking. Payment may be made by Maestro, Visa, Mastercard, cheque or cash. The online payment system allows you to make a payment whenever you wish and for whatever amount you wish. If cheques are returned to us by your bank, we may charge an administration fee.

Cancellations

Should you wish to cancel a holiday, please contact us by email, phone or letter. Once the cancellation has been made, we will send a confirmation email to the email address you gave us when making the booking.

- If you cancel after the full payment is due you are liable for the full cost of the holiday
- The deposit is non-refundable
- For information about cancellation insurance see below. If it becomes necessary for us to cancel an event, an alternative holiday will be offered, or the full amount paid will be refunded.

Making a Change

Should you require to change information which you have sent us as part of the booking process, please contact us by email, phone or letter. Once the change has been made, we will send a confirmation to the email address you gave us when making the booking.

Please Inform Us

In order to ensure that we have team members and facilities to meet your child's needs, you should inform us of any health, disability, social, behavioural or Additional Support Needs which may affect your child while on holiday. Please complete the information requested when making your booking. It is particularly helpful to know details of any allergies or special dietary requirements. We may contact you for more information. A more detailed Health Form will be sent before the holiday and must be completed and sent to the holiday with your child. Young people with Additional Support Needs are welcome at SU Holidays. Please phone for advice and we will try to find a suitable holiday. If your child's first language is not English, please contact us for advice.

Behaviour
We reserve the right to send home any child whose behaviour is compromising their own or others' safety, or adversely affecting the enjoyment and well-being of others. In these circumstances, we expect you to collect your child, however, if you are unable to you will be liable for any expenses incurred in returning your child home. In these circumstances, no refund will be available.

Parental Consent

It is understood that by making a booking you are giving permission for your child to take part in the activities listed, as well as the general activities such as swimming, indoor

We will confirm this change to you by email. and outdoor games, crafts and the Christian teaching which make up the programme at each holiday.

Understanding Activity Risks

Many of our holidays include activities that your child may not have participated in before. There will often be some real risks involved in these. We do all we can to reduce the risks whilst preserving the purpose and benefits of the activity. If you would like more information on the risks relating to a specific activity, please contact us.

Safety & Supervision
The safety and welfare of the young people come first, and we ensure high levels of adult supervision. We maintain a high ratio of adults to young people, some are SU Scotland employees, but most are volunteers who give their own time (and contribute to their own costs) in order to run SU Scotland events. Our Optional Extras, personal spending money, cancellation and personal accident insurance, and selection process, which includes obtaining a PVG Scheme Record for all volunteers. Everyone is placed in a small group under the immediate care of an adult leader. A full holiday programme is provided even if you don't choose any of these extras. Details of how to select Optional Extras will be sent 6 weeks before the holiday. There will be no other outdoor pursuits are always supervised by qualified instructors. We have many years of experience running residential events for young people in Scotland and work continuously to improve our events and Optional Extras are not offered at our weekend holidays.

Insurance

SU Holidays are covered by Public Liability Insurance. We strongly recommend that you take out insurance to cover belongings, personal accident or in case you need to cancel. We will send you details of a competitively priced policy with your Confirmation of Booking. Please note that to be covered for cancellation, you should take out insurance as soon as possible after your booking is confirmed.

Photographs & Filming

Sometimes photographs and films taken on SU Holidays are used in our website, including our materials, including our website. Anyone over 16 years of age has the right to decide for themselves if they want their photos to be taken and used. We will make this clear to all holiday participants and will respect their wishes. If your child is under 16, we will ask public transport. However, on some occasions, we will use minibuses or private cars. We always ensure an appropriate ratio of travel leaders to children to ensure your child's welfare right from the start of the holiday. Most of our holidays offer accompanied travel from more than one location.

Complaints
If there is any problem during a holiday, we would like to know as soon as possible so that we can do our utmost to put it right. Please ask your child to mention it to the Team Leader (named on the website and printed publicity) in the first instance. If the problem is not dealt with to your satisfaction, please contact us either in writing or by phone as soon as possible. Scripture Union Scotland has a written complaints procedure that is available on request. We are always keen to find ways to make our holidays even better. Please note:

- We reserve the right to refuse any booking.
- Our normal method of communication will be by email. Please supply your email address when making your booking.

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