Booking Terms and Conditions

Orders and acceptance

1.1 The delegate is deemed to accept these terms upon registering for the event and is responsible for ensuring the accuracy of all details submitted.

1.2 These terms govern the booking for the event and attendance at the event. The event website incorporates these terms and they constitute a legally binding contract at the point of booking.

1.3 The closing date for bookings is 17:00 on Thursday 11th July, or earlier should capacity be reached.

1.4 Confirmation of the booking will be sent via an automated email at the time of registration.

1.5 The Youth Sport Trust will not reserve places. Places are offered on a first come, first served basis; the only delegates who have a guaranteed place at an event are those who have received the email acknowledgement in 1.4.

Fees

2.1 The cost of attending the event is £44.00 per student. Up to two members of staff can attend free of charge.

2.2 We will endeavour to accommodate all dietary requirements providing this is communicated to us within 14 days of the event, however we are unable to guarantee this.

2.3 All prices include VAT at 20% unless otherwise stated.

2.4 Accommodation and travel expenses are not included within the fee. All accommodation must be booked independently of the Youth Sport Trust.

Payments

3.1 Payment in full must be received and cleared by the Youth Sport Trust as per the invoice payment terms. We accept payment by selected debit/credit cards, or bank transfer.

Cancellations

4.1 The Youth Sport Trust reserves the right to cancel or postpone the event without notice. In such circumstances, the Youth Sport Trust will return any payment received. Any refund will be limited to the amount paid by the school to secure their places at the event.
4.2 In the event of a cancellation by a school, cancellation fees will be due as follows:

- A full refund will be given for cancellations received between 26th April – 23rd May
- 50% of the delegate fee will be charged for cancellations received between 24th May - 28th June
- 100% of the delegate fee will be charged for cancellations received between 29th June – 13th September.

4.3 Substitutions will be permitted with no additional cost to the school up to 6th September, after which there will be an administration fee of £20 per substitution.

4.4 All cancellations or substitutions must be received in writing to events@youthsporttrust.org

4.5 If applicable, refunds will be paid as soon as possible, or within 30 days.

**Force majeure**

5.1 The Youth Sport Trust will not be liable for any failure or delay in the delivery of the event which is caused by circumstances beyond its reasonable control.

5.2 Where such circumstances occur, the Youth Sport Trust’s obligations will be suspended for so long as such circumstances continue, or the event may be cancelled, in which case the provisions of clause 5.1 will apply.

**Venue and content of event**

6.1 The Youth Sport Trust reserves the right to change the venue of the event from the venue specified, when necessary. In the case of changes to the venue the Youth Sport Trust will inform the delegate as soon as possible and provide information about the revised venue.

6.2 Speakers at any event hosted by the Youth Sport Trust speak on behalf of themselves or any organisation they represent. Opinions expressed by speakers are, therefore not necessarily those of the Youth Sport Trust.

6.3 The Youth Sport Trust will endeavour to ensure that the published programme is provided. The Youth Sport Trust, however, reserves the right to alter the published programme according to circumstances.

6.4 Delegates must follow any health and safety requirements, including fire evacuation procedures, stipulated by the venue.
Copyrights

7.1 By completing the online booking form delegates acknowledge that all rights in the content of events and materials shall be owned by the Youth Sport Trust (or the consultant responsible for developing the event and materials) and that in attending an event delegates will not obtain any rights whatsoever in such content or materials.

Data Protection

8.1 Your privacy is important to us at the Youth Sport Trust. To see how we collect, process and protect your personal data, please read our Privacy Policy. Please note that we do not retain any details of debit or credit cards used to make payments to us.

8.2 Delegates’ data may be shared with a third-party supplier, for the purposes of creating delegate badges. The supplier will agree to permanently delete the personal identifying data within 28 days after the event.

8.3 Photographs and/or video footage will be taken during the event by, or on behalf of the Youth Sport Trust and Girls’ Schools Association, which may be featured in promotional literature (online/printed) and media activity (social media/website/national media coverage) about this and future events. The Youth Sport Trust and Girls’ Schools Association may also use the photographs or video footage after the event, in promotional literature or media activity about their work. We have a legitimate interest to process images for these purposes. The Youth Sport Trust is funded by grants, donations and sponsorship, so photographs and videos are an important source of evidence of our work.

If you do not wish for images of yourself or your students to be used, please send an email, prior to the event, to events@youthsporttrust.org.

Safeguarding

9.1 At the Youth Sport Trust we have a proud track record of delivering major events for thousands of young people every year and critical to this success is ensuring that we always provide a safe, friendly and enjoyable experience which puts the welfare of the children and adults at risk as the top priority. You can view our Safeguarding Policies here.

9.2 Prior to the event a thorough risk assessment and customised Safeguarding Plan will be drawn up which will prioritise the wellbeing of children participating in the event through minimising risks and stating clear safeguarding procedures. If you would like a copy of the Plan, please contact events@youthsporttrust.org

9.3 At the event, students will be in the care of their school and the accompanying teachers will be responsible for acting “in loco parentis”. Accompanying teachers should be in receipt of parental
consent for the students to take part in the activities and must hold full medical details and emergency contact information.

9.4 It is imperative that any dietary requirements, accessibility/impairment needs, religious/cultural needs and any other relevant information about the students is communicated to the Youth Sport Trust in advance of the event to ensure a safe experience for everyone taking part.