



## Junior Short Course: Terms and Conditions

By enrolling my child into a Junior Short Course, I acknowledge that I have read and agree to the terms and conditions below. For additional information or to view the SUSF Philosophy Statement and FAQ's please visit our website.

### Payments and bookings

1. Payment must be made in full at the time of registration in order to secure a booking. A receipt confirming the details of the booking will be received after the payment has been confirmed.
2. A transaction fee will apply to all phone and online bookings.
3. If utilising the SUSF Member Discount, failure to produce a membership number at the time of enrolment will result in the full charge being applied.
4. If a booking is taken after enrolments have closed (12 noon one business day prior to the course start date), dependent upon availability of space, a late fee of \$25 will be applied.
5. By enrolling your child/ children, you acknowledge and consent to authorise SUSF staff to use (for publicity and advertising purposes, including on social media) photographs of participants taken at course.
6. All relevant medical, behavioural or additional information must be declared at the time of registration.
7. SUSF does not accept responsibility for any items lost or stolen in and around the venue, this includes items placed in bags or lockers.

### Refunds and cancellations

1. If a booking is cancelled more than 10 business days prior to the start of course, a refund will be received of payments less a \$50.00 administration fee.
2. If a booking is cancelled less than 10 business days prior to the start of course, the fee is non-refundable.
3. If a booking is cancelled for medical reasons, a credit note will be provided if validated with a medical certificate. No cash refunds will be given.
4. Refunds will not be given for partial attendance, nor will make up sessions be provided.
5. No cash refunds or transferrable funds will be given for cancellations of aftercare. If an aftercare booking is cancelled more than 10 days prior to the start of the booking, a credit note will be given to be used as aftercare credit ONLY. If an aftercare booking is cancelled less than 10 days prior to the booking, the fee is non-refundable.
6. A request to change courses will be taken and dependent upon availability of space. Any course change will incur a \$25.00 administrative fee.
7. SUSF reserves the right to refuse or terminate enrolment for a Junior Short Course program where the authorised adult does not provide an individual health management plan for a declared medical condition for their child.



### **Behaviour Guidelines**

All participants have the right to be involved in a positive environment, maintaining positive relationships throughout; bullying, inappropriate comments or touching of any kind will not be tolerated. The health, safety and wellbeing of all participants and staff is paramount; all participants must follow safety guidelines and instructions given by any member of SUSF staff. Should a participant feel their rights are not being maintained, they should approach staff who will begin an investigation as soon as possible.

### **Actions for behavior management**

Failure for any participant to uphold the behavior guidelines may result in the following:

1. SUSF staff will remind the child/ young person about appropriate behaviour and sport specific instructions.
2. If inappropriate behaviour persists either:
  1. Supervision will be increased, for example bring the child/ young person closer to the coach.
  2. The participant may be removed from the group for a short time (5- 10 minutes) to give them time to reflect on their actions.
3. Depending on the severity and persistence of the misbehaviour parents are contacted.
4. If a child's behaviour does not improve despite all efforts, SUSF may have to ask the parents to remove the child from the program. This is an extremely rare situation and would only ever be a last resort.

SUSF reserves the right to refuse or terminate enrolment if there is a breach of the Course Behaviour Guidelines. Any costs incurred as a result of damaged property will be charged to the parent/guardian. No refund of the program fee will be provided to participants removed for behavioural reasons.

### **Release**

I am aware that recreational, fitness and sporting activities and lessons carried out by Sydney Uni Sport & Fitness (SUSF) involved in the SUSF Junior Short Course Programs are dangerous undertakings and in undertaking such activities do so at my minor child/ward's or own risk.

I recognise that such activities require physical exertion and use of equipment which may be strenuous and may cause physical injury and I am fully aware of the risks and hazards involved.

I am also aware that it is a condition of admission to SUSF Junior Short Course Programs, that SUSF, its directors, staff, contractors, instructors, members, servants or agents are absolved from all liability howsoever arising from injury or damage including to property, howsoever caused (whether fatal or otherwise) arising out of participation in the SUSF SUSF Junior Short Course Programs or from participating in any of the sporting, fitness and recreational activities offered by SUSF, or in any way whatsoever due to any negligent act, breach of duty, default and/or omission on the part of SUSF, its directors, instructors, members, servants or agents.

I DO HEREBY ACKNOWLEDGE that of my own free will and desire I voluntarily agree to assume the risk or any injuries, damages or loss, regardless of severity that my minor child/ward may sustain as a result of being a participant in the activities connected with or associated with my minor child/ward's involvement with the SUSF Junior Short Course Programs and that I have read and understood the warning above.

By enrolling my minor child/ward I authorize SUSF staff and contractors to obtain such medical assistance as they deem necessary and I agree to meet these expenses.

I forever discharge and release all parties from any and all claims for injuries, damages, or loss that my accrue to my minor child/ward arising out of, connected with, or in any way associated with these activities.

### **Privacy Statement**

The personal information provided on this form is collected by Sydney Uni Sport (SUSF). You can access the personal information we have collected and request a copy of our Privacy policy by telephoning 9351 4960. Sydney Uni Sport reserves the right to use the information collected for promotional purposes unless otherwise notified. SUSF abides by the Privacy and Personal Information Protection Act 1998 (NSW).

SUSF (ABN 96 121 520 371) and its related or affiliated entities (including all affiliated clubs and programs) may collect personal information and health information from you in accordance with the Privacy Act 1988 (Cth) and other applicable privacy laws. SUSF may collect personal information about you and your child including CCTV footage and photographs of your child.

By signing these terms and conditions, you consent to SUSF:

- a. collecting health information about your child, including any medical, behavioural or additional needs or allergies that your child has; and
- b. using your personal information in order to contact you about our brands, products, services, special offers, promotions, newsletters, online surveys, fundraising campaigns, alumni events, news and competitions.
- c. using your banking and credit card details in order to process membership fees and SUSF usage payments. All personal and health information about your child will be collected from you, other than possible CCTV footage and photographs, which may be collected directly from your child.

SUSF collects and uses personal and health information about you and your child in order to: provide you with services, operate our facilities and clubs, for publicity and advertising purposes, to run our business and operations and fulfil our obligations; communicate and manage our relationships with you; maintain and update our records; conduct marketing activities; carry out market data analysis, prevent or detect fraud or abuses, enable third parties to carry out functions on our behalf; maintain and develop our business systems; assess your child's readiness for physical activity/exercise, ability to participate in programs, general welfare and to provide your child with medical treatments as required.

You also hereby consent to us using photographs of your child for publicity and advertising purposes (including on social media). If you do not wish for photographs of your child to be taken and/or used for publicity purposes, please notify [recreation@sport.usyd.edu.au](mailto:recreation@sport.usyd.edu.au) directly.

SUSF may disclose personal information about you and your child to: related entities and affiliates of SUSF (including clubs); IT system administrators; medical and health providers who provide services to SUSF members or users of SUSF's services or facilities; third party service providers and credit reference agencies or debt collection agencies if you default on payments due or to obtain payment from you. SUSF is not likely to disclose any personal and health information about your or your child to overseas recipients.



You are able to request access to personal and health information held by SUSF about you or your child and seek correction of such information. Please refer to the SUSF Privacy Policy located on the SUSF website for information on how to do this. You can also refer to the Privacy Policy for information on how to complain about a breach of the Australian Privacy Principles by SUSF and how SUSF will deal with such a complaint.

If SUSF is not able to collect the personal and health information set out above, we may not be able to process your enrolment form, allow your child to participate in the Junior Short Course Programs, deal with your enquiries or engage in the activities listed above.

Please feel free to contact SUSF on 9351 4960 or at [admin@sport.usyd.edu.au](mailto:admin@sport.usyd.edu.au) if you have any questions about privacy. Also refer to our Privacy Policy for more information.