



School Holiday Program Terms & Conditions

By enrolling my child into a school holiday program, I acknowledge that I have read and that I 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. If a booking is taken after enrolments have closed (**12 noon one business day prior** to the camp start date), dependent upon availability of space, a **late fee** of \$25 will be applied. All entrants must be pre booked online or through our camp administration team.
3. By enrolling your child/ children, you acknowledge and consent to that authorised SUSF staff may take photographs of camp participants, for use **only in publicity and advertising**. This consent is assumed unless you specifically contact SUSF and request no photography, or add it as an additional need when booking. Any **photography** by any persons not authorised by SUSF is prohibited, including children attending the program as it is a breach of our **Child Protection Policy**. No refund of the program fee will be provided to participants removed if they breach this policy.
4. All relevant **medical, behavioural or additional information** must be declared at the time of registration.
5. SUSF does not accept responsibility for any **items lost or stolen** in and around the venue, this includes items placed in bags or lockers.
6. SUSF asks that all **valuables** are not brought to camp. **Phones and electronic devices** are not to be used during camp hours.

Child drop off/collection and transportation

1. The authorised parent or guardian must sign their child/ children in and out of the School Holiday Program every morning and afternoon. A child may, at the absolute discretion of SUSF, be permitted to leave on their own accord with written permission provided to the Camp Director.

Refunds and cancellations

1. If a booking is **cancelled** more than 10 business days prior to the start of a program, 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 the program, 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** to another program will be taken and dependent upon availability of space. Any camp change will incur a \$25.00 administrative fee.
7. SUSF reserves the right to refuse or terminate enrolment for a sports program where the authorised adult does not provide an **individual health management plan** for a declared medical condition for their child or provide appropriate **medication or information** regarding a medical condition.

8. SUSF reserves the right to refuse or terminate enrolment for a water polo camp where the child does not meet the swimming requirements as determined by SUSF.

Behaviour Guidelines

All camp 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 behaviour management

Failure for any participant to uphold the behaviour 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:
 - Supervision will be increased, for example bring the child/ young person closer to the coach
 - 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 **Camp 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 School Holiday Program 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 the SUSF School Holiday Program, 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 School holiday Program 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 School Holiday Program and that I have read and understood the warning above.

By enrolling my child/ward I authorise 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 I may accrue to my minor child/ward arising out of, connected with, or in any way associated with these activities.

Privacy Statement

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, 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. We may also use photographs of your child for publicity and advertising purposes. If you do not wish for **photographs** of your child to be taken and/or used for publicity purposes, please notify sportscamps@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 you 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 School Holiday Program, 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 if you have any questions about privacy. Also refer to our Privacy Policy for more information.