

# LINES QUEENSWOOD 2023 ENROLMENT FORM

## STUDENT DETAILS

First Name:

\_\_\_\_\_

Surname:

\_\_\_\_\_

Address:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Email address:

\_\_\_\_\_

Male/Female:

\_\_\_\_\_

Nationality:

\_\_\_\_\_

Birth date: (DD/MM/YYYY)

\_\_\_\_\_

Mother tongue:

\_\_\_\_\_

Passport number:

\_\_\_\_\_

## PARENT/GUARDIAN DETAILS

Mother's name:

\_\_\_\_\_

Email address:

\_\_\_\_\_

Occupation:

\_\_\_\_\_

Father's name:

\_\_\_\_\_

Email address:

\_\_\_\_\_

Occupation:

\_\_\_\_\_

## COURSE DETAILS (Please tick V)

### Age group:

- Teens (born in 2014-2011)  Juniors (born in 2010-2008)  
 Seniors (born in 2007-2005)

### Arrival date:

- Sunday 02/07  Saturday 08/07  
 Saturday 15/07  Saturday 22/07

### UM service (obligatory for children under 12 who fly alone)

- YES (+20GBP/transfer)  NO

### Optional Outings:

- Musical and eating out (Saturday)  
 08/07  15/07  22/07  
 Harry Potter (Sunday)  
 09/07  23/07  
 Thorpe Park (Sunday)  
 16/07  30/07

### Transfers:

- Requested on arrival  Not requested on arrival  
 Requested on departure  Not requested on departure

### Departure date:

- Saturday 15/07  Saturday 22/07  
 Saturday 29/07  Saturday 05/08

### Optional Pro Activities:

- Pro Tennis  
 03/07 → 07/07  10/07 → 14/07  17/07 → 21/07  
 24/07 → 28/07  31/07 → 04/08  
 Pro Horse Riding  
 03/07 → 07/07  10/07 → 14/07  17/07 → 21/07  
 24/07 → 28/07  31/07 → 04/08

## HEALTH DETAILS

Does your child have (please tick V)

Asthma or bronchitis YES  NO

Fits, fainting or blackouts YES  NO

Heart condition YES  NO

Severe headaches YES  NO

Diabetes YES  NO

Does your child have (please tick V)

Allergies to known medicines YES  NO

Other allergies (materials, food, etc) YES  NO

Travel sickness YES  NO

Bed-wetting/incontinence YES  NO

Any mental health problems (including eating disorders, hyperactivity) YES  NO

Is your child on regular medication? YES  NO

Does your child require regular hospital treatment? YES  NO

Does your child take any medication which he/she will bring with him/her? YES  NO

Is there anything else we should know about? YES  NO

If the answer is YES to any of the above questions, please give more details:

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In case of minor pain or illness such as headache, mild cold or sore throat, do you agree to your son/daughter being given non-prescription medication such as Paracetamol, cough medicine, throat pastilles, antihistamine or travel sickness tablets? YES  NO

In case of an emergency do you give permission for a LINES responsible person to arrange medical treatment. Of course, every effort will be made to contact you, the child's parents/guardians, as quickly as possible. YES  NO

## ADDITIONAL DETAILS

**Emergency phone number:** (reachable 24/7 during the child's stay)

1) (mother) 3) ( )  
2) (father) 4) ( )

**Unsupervised time during weekend excursions:**

During the weekend excursions, your child will have the opportunity to go shopping. During this time they may be unsupervised but are not alone. LINES insists that they must do this activity in groups of minimum 2 or 3.

Students go shopping in shopping malls or pedestrianised shopping streets. Our staff are present and contactable by phone at all times and are waiting for the students at designated areas and times. The same arrangements apply to the Sunday optional excursions.

**Do you give permission for your child to be unsupervised during this time?**  YES  NO

I have read and understood the attached school rules and conditions of booking.

Parent/Guardian's signature:

Name:

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I have read and understood the attached school rules and conditions of booking and I confirm that I shall apply by the rules during my stay at LINES.















Student's signature:

Name:

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## LINES Queenswood 2023 – ENROLMENT FORM

### APPENDIX 1 - SCHOOL RULES


-  Upon arrival, all valuables such as passport, flight ticket, medical insurance etc. as well as 100 GBP refundable security deposit is to be given to the LINES staff
-  Students can keep their mobiles phones, but are not allowed to use them during lessons and activities
-  Respect the complete immersion at the centre and respect the other students and LINES staff
-  All property of LINES and of the campus are to be treated with care
-  No smoking, drinking of alcohol or drug taking is permitted on campus
-  The student may not leave the campus without prior permission from the parent/guardian and the Centre Manager
-  The student is not allowed to change rooms without prior permission from the Welfare Manager and/or the Centre Manager
-  The student is to attend classes, activities, meals, excursions and meetings on time and to comply with all safety instructions
-  The use of hairsprays and /or deodorizers is not permitted in the student's room
-  The student is not allowed to enter the dorms of the opposite gender nor to leave his/her room after curfew
-  First aid is only by means of assessment of the child's injury or ailment. First aiders employed by LINES have no capacity to diagnose or prescribe medication
-  By signing this document, you allow the first aiders to administer your child basic medication such as Paracetamol, Ibuprofen, cough medicine, throat lozenges etc.
-  By signing this document, you allow your child to be photographed during his/her stay
-  By signing this document, you allow us to use the email addresses mentioned for promotional use only

### APPENDIX 2 - DATA PROTECTION





We promise to keep this information secure and will only give it to people who are directly involved in caring for your child on a need to know basis during the time when they are enrolled at the programme; this may include healthcare and welfare professionals.

### APPENDIX 3 - CONDITIONS OF BOOKING










#### No contract exists until

-  The enrolment form and the medical form are completed and signed by the Customer

#### All bookings are subject to these conditions and to the Law and Jurisdiction where the LINES Company is based

-  The balance of any total price due must be paid by the Customer at least 4 weeks before the beginning of the course
-  The deposit must be paid 1 week after the confirmation documents have been sent
-  An invoice for the balance(s) due will be sent to the Customer at least 4 weeks before the beginning of the course
-  Cancellation of a booking is only effective when received in writing from the person signing the form

#### Scale of Cancellation charges:

-  30 days or less before scheduled arrival: 100% of the total cost is forfeit
-  For cancellations prior to 30 days, the deposit is forfeit
-  For any cancellation made prior to the deadline of the 20% deposit, 100 GBP is forfeit
-  For cancellations of options (transfers, pro-sport etc) 14 days or less prior to arrival, no refund will be made
-  In the unlikely event that the Customer has a complaint, this must be made within 7 days of the Participant concluding the course. No claims will be considered outside this period
-  In no event shall the liability of LINES to any Customer for any loss, damage or injury, howsoever incurred, sustained or suffered, exceed the total price paid by the Customer. It is the responsibility of the Customer/Participant to have in his/her possession the necessary documents, visas, insurance and travel tickets at the time of departure and the time of return
-  If you arrive late or leave early, no refunds will be made
-  LINES reserves the right to send home at the earliest moment a participant who is being seriously disruptive during his/her stay without any refund. The costs related to such an early return will be charged to the participant or his/her legal representatives. Reasons for expulsion: mentioned in the "School Rules" section
-  LINES reserves the right to charge parents for repairs or replacements for any damage caused to property by their child