

Terms and conditions of admission to and participation on all courses are detailed below.

Students must agree to behave in a responsible manner, and to abide by the following rules. Students must:

- Arrive punctually for the start and restart of each class.
- If boarding, sign in each night by 22:00 and sign out in the morning, (including on the day of arrival)
- Not leave the boarding house after 22.00.
- Not bring or consume alcohol nor bring or use any illegal substances on or off the school premises during the course.
- Comply with the day-to-day rules of the course from time to time necessarily imposed by the Course Coordinator.
- Not smoke nor use vapes in, on or off the school premises.

Parents or guardians are fully liable for any damage, loss or injury to persons or property, however caused, by students.

Sevenoaks School reserves the right to ask any student to withdraw from the course and leave the premises for poor behaviour which, in the view of the Course Coordinator, does, or is likely to, prejudice the safety and smooth running of the course. In the rare event of a student being asked to withdraw and leave, no refund of fees will be made. Parents or guardians will be informed, and students expected immediately to return home at their own expense in terms of travel and accommodation costs.

Sevenoaks School will not be liable for any loss or damage to personal property or injuries to persons, however caused, except when such liability is expressly imposed by statute and cannot by law be excluded.

Students will be responsible for their own medical insurance cover and are urged to take out insurance which fully covers them for damage or loss of their personal belongings for the entire duration of the course, including fees in the event of cancellation after the final payment date.

Easter Revision Courses:

In the event of cancellation by the applicant or parent/guardian before 01 February 2024, £100 of each course fee is non-refundable. After this date, once payment of fees has been received by Sevenoaks School and the student accepted on the course, fees are non-refundable.

Mid-Summer IB Review Courses and Pre-IB Maths Revision Courses:

In the event of cancellation by the applicant or parent/guardian before 01 July 2024, £100 of each course fee is non-refundable. After this date, once payment of fees has been received by Sevenoaks School and the student accepted on the course, fees are non-refundable.

For cancellations before your course start date, the remainder of the course fees will be proportionally refunded as per the table below:

Period Before Start Date	Total Refunded
45+ days	80%
0-44 days	0%

Cancellations after the commencement date of the course for any reason will receive no refund of any course fees.

By checking the checkboxes on the online booking form the parent and student have already thereby agreed to the terms and conditions above, and to indemnify and to hold harmless Sevenoaks School and its agents, staff, officers and representatives against any failure by them to comply with these conditions and any rules reasonably imposed by the above in connection with the operation of the course.

January 2024