

Terms and Conditions

Definitions

We / Our / Us: Academic Camp / Academic Summer / Academic Camp Canada

Student: the person participating in the course

The course: The course includes every aspect of our course, including boarding, lessons, activities and trips

You / Your: the parent booking and paying for the course. You accept responsibility for the student's attendance on the Course.

Booking

To book a place on Academic Camp, Academic Summer or Academic Camp Canada Course:

Please send Us an enquiry by email, telephone or via Our website.

Please read our Terms and Conditions carefully, as by signing the application form, You agree to be bound by them.

Complete Our online application form, ensuring all information is correct.

By signing the application form, You agree that the Student will participate in Our Course and agree to Our rules. You also agree to the use of images and videos taken during the Course for promotional purposes.

If the Student is accepted onto the course, We will send You a confirmation letter and an invoice showing the outstanding balance. The total fees are outstanding on booking Your course - the fees can be paid in two amounts: the initial payment and the balance.

Fees are paid parents. The initial payment should be made to secure the Student's place on the Course. The initial payment is not a deposit and is not refundable. It is a part payment of Your the Course. Please refer to Our website for the published initial payment due for the Course You are applying for. This amount is also shown on Your invoice. We have the right to add a registration fee to Your invoice, and is at Our discretion.

We will send You a visa support letter and custodian declaration as necessary and at Your request. These documents can only be issued once We receive the initial payment. If You require a hard copy then there is a charge of £50/\$75.

The balance of fees should be made for the Course at least five weeks before the start of the Course.

Before the Course starts, You will receive a Student Handbook, which the Student should read. They must understand Our rules and what is required.

The Student should also choose Their subjects, if applicable, and complete our CLIL Assessment, as this is required for class placement decisions.

Cancellation or Interruption of the Course

Cancellations or changes to Your booking must be made in writing. The fees are due according to the schedule above. Fees paid to Us are non-refundable.

The total fees are due according to the schedule above in all other circumstances. Our insurance policy automatically insures all students. This policy provides cancellation coverage. Details can be found on Our website. Please note this insurance is only available for Students travelling from overseas to attend Their Course.

Medical Information and Student Health

You must inform Us of any relevant pre-existing medical information that may affect the Student's health and ability to participate in the Course, including allergies and medication needs. You must advise Us of any special dietary requirements. You must not travel if it is against the advice of a doctor.

We do not take responsibility for any medical complications arising due to non-disclosure of information on the medical form provided to us. If You do not inform Us of a relevant medical condition or if the Student requires regular supervision for medical reasons, We may send the student home. There will be no refund of the fees in these circumstances, and You must pay the total cost of the student's return travel.

In the case of a Student with a disability, We will assess whether We can provide appropriate care in the leased school, and the decision to accept the Student on the Course will be based on this.

You agree that any medication brought to the Course by the student, may be given to camp counsellors on arrival and the student may not be able to keep it in their bedrooms. We will only accept responsibility for medicines which a doctor prescribes.

We will try to obtain prior consent for emergency medical treatment from parents/emergency contact. If We cannot make contact, We will decide on treatment as a doctor recommends. If a virus or epidemic causes a health risk, We will follow professional/government advice.

We request that the parents complete and sign our medical questionnaire, as part of Our online application form. We must have the parents' contact details.

Non-prescribed medications may be given to Students to treat minor illnesses or injuries. These include Paracetamol/Acetaminophen, travel sickness tablets, cough and throat medication, anaesthetic creams and sprays, sprays for blocked noses, Ibuprofen, Antihistamine tablets/sprays, plasters and eye drops. You must inform us on the medical consent form if You do not wish the Student to be given non-prescribed medications.

Students can access an online doctor through our insurance provider, Guard Me. Please find more information [here](#).

Student Insurance

All our boarding students are covered by student travel insurance offered through Guard Me. This insurance is included in the Academic Summer Camp student fees. It covers students worldwide, except in their country of origin. Therefore, students are not covered under the insurance if they attend our camps in their country of residence. Academic Summer Camps does not provide insurance for day students attending our camps.

The key features of the Guard Me insurance policy are:

Protection against cancellation or curtailment, including visa refusals

Medical expenses: £10,000,000 (public and private treatments and hospitals)

[Digital Doctor](#) giving 24/7 medical doctor telephonic and video support

24-hour helpline for medical emergencies

Baggage, personal money and travel documents

Third-party liability: £2,500,000

No excess

Once the student fees are received, the insurance coverage will commence, and Guard Me will email the insurance certificate to your contact email address.

[This is the link to the insurance information](#) offered by Guard Me.

[This is the link to the full policy wording](#). You can find a summary of the cover and claims contact numbers at the front of the booklet via this link.

Questions can also be answered via the [Student Help Centre](#) on the Guard Me website.

Personal Property

Students are advised that they should have insurance to cover any valuable items of property, particularly laptops, and iPads, which are not covered under the insurance policy as there is a limit for individual items.

We do not accept responsibility for theft, loss, or student property damage. Students will be asked to pay for any damage they cause to property or equipment. The Course Director's decision in such cases is final.

Communication

We prefer to use electronic communication where possible.

We ask for an emergency contact who speaks English and is available 24 hours a day to be added to the application.

Personal Data

You have the right to access, correct, sometimes delete and restrict the personal data We use. Please see our Privacy Notice for complete details.

We gather Your personal information from what You provide us on Your application form. Sometimes this information comes via agents that You have appointed.

We use the personal data given to Us, to provide the Student with a course with Us. The lawful reasons for processing Your personal data are contractual, to fulfil legal obligations and legitimate business interests. We must ensure We have all the necessary information to look after Your child safely and meet all their needs.

If You book the Course through an agent, We will communicate with them unless You request that We do not.

We protect Your personal data when processing, using and transferring data and We ensure the necessary protection.

We keep Your personal data securely for as long as necessary, and sometimes this period is a regulatory requirement for the protection of children.

Behaviour

By signing the application form, You agree to support Us in enforcing the rules set out in the Course Information and Student Handbook, and You also agree to explain the rules to the Student before they arrive. Students who break Our rules, fail to follow instructions given by staff, or display unacceptable behaviour could be asked to leave the course or be suspended for a period decided by the Course Director and the CEO without refunding fees. Any extra costs incurred will be Your responsibility. The CEO's decision in these circumstances is final. In their decision, They will consider the well-being of all Students and staff and the effect on the course.

All of Our host schools are no smoking campuses. By accepting Your place on the Course, You agree that the student won't smoke, vape or take any other substances, including alcohol, during the Course.

Complaints Procedure

Students should tell the Course Director immediately if they have questions or complaints so We can help them deal with any problems quickly. The Course Director will ask for the details of the complaint to be submitted in writing.

Most problems can be resolved quickly and informally. However, if You are still unhappy with the Course Director's decision or if the issues continue, please get in touch with the CEO in writing: Helen Lami (helen.lami@academiccamp.org).

We deal with complaints immediately, and if a written complaint is made, We will reply within 24 hours.

You can contact Our Official accreditation body, BAC, if You are still unsatisfied. Details can be found on their website: <http://www.the-bac.org/bac-complaints-procedure/>.

Force Majeure

All known as Acts of God, specific events and occurrences are outside Our control. We do not accept liability for such events that disrupt the Course or the student's travel. Fees are non-refundable in the cases of Force Majeure.

General

We will endeavour to give at least six weeks' notice if the course needs to be cancelled. In these circumstances, We will refund any fees paid. No refunds will be given if cancellation is beyond Our control and due to Force Majeure.

You agree We can use images and videos of Students in promotional materials and on the website. Students' identities will not be revealed. On arrival, We take a photo of the Student. to use in their ID cards, and help with identification on our systems.

We assess Students from the information given on their application form and the CLIL assessment taken before arrival so we can place them appropriately. Student are placed into groups according to their age and their application ability. We ask students in our Engager classes for their choices of subjects. We endeavour to give students their first choice, but this may not always be possible depending on ability and appropriateness. The Course Director's decision in these cases is final.

We ask a student to do an English CLIL assessment before arrival as this will assist with class placement and will help teachers prepare their lessons. This can be completed as part of the application process online.

When You sign the application form, You permit the Student to participate in all activities, sports and trips.

Our Responsibilities

We look after students and provide appropriate and safe care 24-hours a day. We'll provide proper supervision in the accommodation and all activities, sports and trips. We will monitor the Student's progress on the Course, and parents can access timetables, reports and accommodation information via Our online system.

All Our staff have enhanced DBS checks, and We write risk assessments for Our lessons, activities and trips as appropriate. We are committed to safeguarding and promoting the safety and welfare of all students.

Payments

All fees are made payable in GBP or CAD in the case of Canada, and You must pay all bank charges for payments on the invoice.

When You make a payment, please ensure there is a clear reference on it so We can trace the payment.

If You make changes to the booking, We have the right to charge an admin fee of 50GBP.

If refunds are made for any reason, then We will take an admin fee of £50, and if there are problems with the transfer, the bank is liable for any additional bank charges.

Living Learning English

By applying for the Extended week with Living Learning English, You have agreed to [their terms and conditions.](#)

These Terms and Conditions are the basis of the contract between Us and You, the parents. This contract is subject to the laws and course in England. If You attend a Course in Canada, this contract is subject to Canadian law.