

Language Camp West Booking Form

This form to be filled out by the students' Parent/Guardian. After your booking form and deposit/payment have been processed, you will receive your booking confirmation. Please read our Booking Terms and Conditions and School Rules attached. Online registration and booking is also available here: www.languagecampwest.ie. If you have any questions, please contact us by email: info@languagecampwest.ie or by phone: 086-4578672

Parent/Guardian Information	
Parent/Guardian Name	
What is your relationship to the student?	
Address	
Home Phone	Work Phone
Mobile Phone	
Email	
Student Information	
Student Name	
School Name and Town/City:	School Year student will be entering in Sept. 2017?
Date of Birth:	Gender:
<p>Choose a Summer 2017 Course: French</p> <p>Course A - French Senior, June 4th-18th - €975</p> <p>Course B - French Junior, June 18th-25th - €525</p> <p>Course C - French Junior, June 25th-July 2nd - €525</p> <p>Course D - French Junior, July 2nd-9th - €525</p> <p>Course E - French Junior, July 9th-16th - €525</p>	<p>Choose a Summer 2017 Course: German</p> <p>Course F - German Junior, July 16th-23rd - €525</p> <p>Course G - German Junior, July 23rd-30th - €525</p> <p>Course H - German Junior, July 30th - Aug 6th - €525</p> <p>Course I - German Senior, August 6th-20th - €975</p>
<p>Please state method of travel to the course:</p> <p>Language Camp West Bus:</p> <p>Dublin (€50 return) <input type="checkbox"/></p> <p>Limerick (€40 return) <input type="checkbox"/></p> <p>Galway (€30 return) <input type="checkbox"/></p> <p>Student(s) will be dropped off/picked up at the school <input type="checkbox"/></p>	

Choose Payment Type:

Please note that the full balance must be paid by the due date of April 30th, 2017.

Pay in full now for a 1 week course: €525

Pay in full now for a 2 week course: €975

or

Pay a non-refundable course deposit of €100

Then pay the course balance by the due date:

1 week course balance of €425 to be paid by April 30th, 2017

2 week course balance of €875 to be paid by April 30th, 2017

Return Bus Travel €

Dublin, Limerick or Galway - €50/€40/€30 respectively.

A one-way ticket is half price, please state which leg of journey if booking one-way, e.g. Galway-Achill.

Buses are private and supervised by Language Camp West staff.

Bus travel can be added on later if you wish.

Choose Preferred Method of Payment (circle one):

Credit Card*

Debit Card

Bank Transfer

Cheque

Credit/Debit Card Details

Name on card

Card No.

CVV No. (last 3 digits on back of card)

Expiry Date

Our Bank Transfer Details (important: please use student name as a reference when transferring funds).

Language Camp West/The Valley House

IBAN: IE96 AIBK 93716912322210

BIC/Swift: AIBKIE2D

Cheque/Money Order Payment Details

Payments can be made out to "Language Camp West"

Please state the total amount to be paid now: €

(deposit/course fee plus bus travel, if chosen)

**NB Please note that credit card payments will incur a 1.99% processing fee. To avoid this charge, use a bank/visa debit card or other payment method instead of a credit card. For bank/visa debit cards there will be a small processing fee of up to €1.60.*

Payments can be posted with the completed booking form to:

Language Camp West, The Valley House, Achill Island, County Mayo

Online registration and booking is also available here: www.languagecampwest.ie

Additional Student Information:

Medication/Medical Issues – if the student has any medical issues, allergies or needs to take medication while on the course, please state details here:

Name, Address and Contact Number of Family Doctor:

Swimming Level (beginner, intermediate, advanced)

Note that students are supervised at all times in the water.

Would you like to sign up for our Newsletter (Yes/No)

Would you like the student to attend religious services on Sunday?

(Applicable to middle weekend of two week courses only).

Please state *Yes*, *No* or *Optional* and tick preferred denomination:

Roman Catholic Church of Ireland

Parent/Guardians will be the first point of contact in an emergency situation.

Secondary Contact: In the event of an emergency or an urgent situation, when parent/guardian is unreachable, I allow Language Camp West to contact the following person(s).

Secondary Contact Name:

Home Phone/Mobile Phone:

Relationship to student:

How did you hear about Language Camp West? (internet search, other website, Facebook, magazine, newspaper, radio, teacher, from a friend?)

By booking a course we (the student and parent/guardian) agree to abide by the School Rules and Terms & Conditions of Language Camp West:

Parent/Guardian Signature

Language Camp West Terms & Conditions Booking, Cancellation, Refund & Other

AGREEMENT

Both the student enrolled in Language Camp West and the Parent(s)/Guardian(s) of the student agree to be bound by the School Rules and the Terms and Conditions of this agreement.

BOOKING

Bookings can be made online, by post or by phone. There is no booking confirmation in place on the basis of a booking inquiry, email or telephone call. Course places will be held for students who pay a non-refundable €100 deposit, with the balance of the course fee to be paid by the agreed due date. If the payment is not received by the final due date, the booking will be considered cancelled. Language Camp West reserves the right to change the course price at any time, however, prices quoted for a course will not be changed once a student's deposit, partial payment and/or full balance of fees has been paid.

CANCELLATION

Cancellations must be made in writing and addressed to the School Manager, Language Camp West. Deposits are non-refundable and non-transferable. If the course fee, or a portion of the course fee, has been paid, the following cancellation charges will apply:

Time period before course start date - Percentage of Course Fee to be charged

14 days or less before course start: 100% of course fee will be charged

28-15 days before course start: 75% of course fee will be charged

56-29 days before course start: 50% of course fee will be charged

More than 56 days before course start: 0% of course fee will be charged, deposit non-refundable.

REFUND

No refund of course fees shall be given for students who are dismissed from the school for breaking the school rules. No refund shall be given if a student voluntarily and for whatever reason, including medical, leaves the course before the end date. Any fees paid are non-transferable.

Language Camp West reserves the right to change the dates of a course or to cancel a course. In the unlikely event of this happening, course fees will be fully refunded.

OTHER

Parent/Guardians will be the first point of contact in an emergency situation or if the student is to be dismissed from the school. The person designated as the Emergency/Secondary Contact person may be contacted if the parent/guardian is unreachable.

Medical Treatment - If a student needs urgent medical treatment, hospitalization or surgery, Parent(s)/Guardian(s)/Secondary Contact will be contacted for permission. If they cannot be contacted, the Parent(s)/Guardian(s) give permission to the School Manager, doctors and hospital staff to make any necessary decisions regarding treatment for the health and well being of the student.

Personal Valuables/Items

Language Camp West cannot be held responsible for loss of valuables or personal property by theft, damage or otherwise. Students should not bring valuable items to Language Camp West.

Loss of Activity/Course Time

Language Camp West cannot accept responsibility for loss of time on the course or on activity sessions due to problems outside of our control such as, but not limited to, issues with transport arrangements, weather or strike action. The School reserves the right to change the timing and nature of scheduled activities based on weather, transport and scheduling problems or for any other reasonable cause.

Language Camp West
The Valley House
Achill Island, County Mayo
m: 086-4578672
e: info@languagecampwest.ie

Language Camp West School Rules

Speaking the Language

Students must try to communicate in the course language at all times. Failing to make a good effort will mean a poor result for everybody.

Help and encouragement as well as written visual aids will be given – students will be expected to attempt a percentage of the sentence in the course language and to gradually increase that percentage as their confidence grows.

Junior students who have only one or two years language practice will be given extra help to form sentences, ask questions and attempt to converse with our staff in the course language at every opportunity.

Junior and Senior students who need extra help will find there are many opportunities to share one-on-one conversational practice with our Animator team.

Please note that Adventure Sports instruction on some days is given partially in English for safety reasons, but using the course language is still mandatory between students and staff at all times.

Students who do not make an effort to speak the course language will receive a formal warning; if the behaviour continues and no improvement or effort is made, the student may be asked to leave the course.

In this case, it is the responsibility of the parent to pick up the student from the camp in Achill. No refund will be given on course fees.

Behaviour

For the benefit of all students and staff, a respectful attitude and courtesy towards others is required at all times on the course. Abusive language, theft, vandalism, illegal activity and violence or any kind of threatening behaviour will not be tolerated. Student should obey the directions of school management and staff.

Language Camp West acknowledges bullying as a category of abuse. Bullying of any kind is not acceptable. If bullying does occur, students, staff, parents and/or guardians should know that incidents will be dealt with promptly. Incidents should be reported to the Animators, and then to the Course Manager at Language Camp West.

If a student repeatedly refuses to follow these rules of behaviour he/she may be dismissed from the course without refund.

School Rules (cont'd.)

In addition to the general rules of behaviour, students:

- May not leave the language camp site without permission and unaccompanied by school staff.
- May not enter bedrooms of members of the opposite sex at any time.
- May not bring knives, weapons, lighters or flammable materials of any kind to the school.
- May not bring ipods, mp3 players, games consoles, notebooks, laptops, tablets, expensive electronic equipment, skate boards, roller skates or large amounts of money to camp.
- Must follow the out-of-bounds rules of the school whereby students are not allowed in certain areas of the grounds at certain times of day.
- Must not swim unattended at any time and without the permission of Language Camp West.
- May not store or consume food or drink (other than water) in the dormitory rooms.
- May not disrupt the sleep of others in the dormitory rooms, nor keep other students, staff or Animators up at night with excessive talking, noise or any other kind of disruption.
- May not damage, deface or interfere with any furniture, fixtures or fittings in the hostel residence.

Alcohol, Smoking, Drugs

Possession or use of alcohol, cigarettes and drugs of any kind (other than permitted prescription medication) is not allowed. Students found in possession and/or using these substances will be dismissed without refund from the school.

Although some parents may allow smoking and or limited drinking for older teenagers in their own environment, please note Language Camp West cannot make exceptions to this rule.

Any student expelled for any reason must be collected by the parent/guardian. The return transport home of an expelled student is not the responsibility of Language Camp West. Full or partial refunds will not be given on course fees in the case of expulsion from the school.

Use of Mobile Phones

Mobile phones will be held by the student's camp counsellor and students will be allowed the use of their phone for about half an hour each night before bed. If there is any abuse of this rule school **management reserve the right to confiscate the phone and hold it until the student's departure** from the course.

Pocket Money

It is not recommended that students bring large amounts of money to camp. There are no shopping malls on Achill Island but some pocket money to buy souvenirs, treats etc. will be necessary.

Language Camp West
The Valley House
Achill Island, County Mayo
m: 086-4578672
e: info@languagecampwest.ie