

# APPLICATION FORM

FOR SPORTS DEVELOPMENT & ACTIVE SCHOOLS COURSES ONLY

Name of Participant(s)

1

2

3

Address of Parent / Guardian

Post Code:

E-mail address

Daytime Tel

Home Tel

Mobile Number (For Emergencies)

(Please ensure your mobile phone is switched on during your child's time at the session)

Age of Participant(s)

Do you have any medical conditions that we should be aware of? If so, do you have any medication to take?  
Please put N/A if not applicable to your child

(This is a mandatory section & must be completed by all parents/guardian or your application will not be processed.)

Parent or Guardian Signature

PRINT NAME..... SIGN.....

## DATA PROTECTION

During the Easter sports programme we may wish to take photographs of children for use in the press and/or council publications. Please sign below if you are happy for your son/daughter to be photographed whilst taking part in the summer activities.

Parent/Guardian Signature .....

Date .....

# DISCOUNT SCHEME

In order to assist families with more than one child, the Council has introduced a discount scheme.

The scheme allows any additional sibling to attend the same sport / activity at half price on the lowest cost course. i.e. Child 1 attends football for £25; child 2 attends the same course for £12.50. The same will apply if there are further children. They would pay half price for the same course. Please note that the discount is for the SAME sport/activity only. It is not transferable to any other sport.

Please make cheques payable to "Scottish Borders Council" and return to:

**Easter Sports & Physical Activity Programme**  
**Sports Development Unit**  
**3 St John Street**  
**Galashiels**  
**TD1 3JX**

Telephone 01896 759913

E-mail enquires to: [holidaysports@scotborders.gov.uk](mailto:holidaysports@scotborders.gov.uk)

Please note for all Border Sport & Leisure Trust courses and activities please contact the centres directly.

Please tell us which courses you would like to apply for and the cost including any discounts.

Participant 01	Course Code(s)	Cost:
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Participant 02	Course Code(s)	Cost:
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Participant 03	Course Code(s)	Cost:
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<b>Total £</b>
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**Please make cheques payable to "Scottish Borders Council"**

# TERMS & CONDITIONS

- 01 All applications for courses are to be made on the appropriate application form. The person signing the form must be 18 and over and will be referred to as the applicant. A parent / guardian must sign the application for anyone under the age of 18 and by doing so agree to the person's participation on the course.
- 02 In the event of cancellation by the course applicant of a confirmed booking, a cancellation charge will be made at the discretion of Scottish Borders Council or Borders Sport & Leisure Trust, referred to hereafter as the Council or the Trust.
- 03 Unless expressly stated otherwise, the person (over 18 yrs) signing the form will have responsibility for any charges. Course charges will be in accordance with the pricing policy operating at the time of the Course.
- 04 Applicants / participants are responsible for maintaining good order and behaviour when participating on a course including due regard being paid to other participants. Participants in breach of this condition may be asked to leave the course and/or refused admission to the remainder of the course and future courses.
- 05 The applicant is responsible for ensuring that any participant booked onto a Course is on time for the start of the Course at the agreed venue.
- 06 It will be the applicant's responsibility to ensure that all equipment or property brought to a course is in a safe and sound condition and complies with all relevant safety regulations. The Council or the Trust reserves the right to exclude any equipment or property it deems unsuitable.
- 07 The applicant is responsible for ensuring that any participant booked onto a course is able to leave the course on time safely. Unless specifically stating a particular arrangement, participants will be allowed to leave the venue at the end of the course on foot. The applicant is responsible for any additional costs incurred of any additional supervision beyond the finish time of the course.
- 08 Applicants are strongly advised to take out suitable insurance to cover any injuries, loss or damage to personal possessions.
- 09 The Council or the Trust reserves the power to cancel any booking at any time and will not be liable for any loss or damage arising from such cancellation.
- 10 The employee of the Council or the Trust, on behalf of the Council or the Trust will ensure compliance of the Conditions of Let and has the right to terminate or refuse admission at any time.
- 11 Spectating is permitted only at the discretion of Council or the Trust staff.
- 12 No cameras or photographic equipment may be used without the permission of the Director of Education & Lifelong Learning.
- 13 All disputes which may arise shall be settled by the Council or the Trust, whose decision shall be final.
- 14 Photographs taken by the Council or the Trust may be used on future promotional material. If you do not wish your child to appear in such material, please contact the Sports Development Unit.

# FREQUENTLY ASKED QUESTIONS

Listed below are the Questions that are often asked regarding the Sports Scheme.

**Q Will I get a letter of confirmation letting me know that I have obtained a place?**

**A No, you will not get a letter if you have been allocated a place, you will only get a letter or a phone call if we are unable to allocate you a place on the course.**

**Q Do I need to phone into the office before the course commences to check if it is running?**

**A No you do not, we will contact you if the course has been altered or cancelled.**

**Q Who do I make the cheque payable to?**

**A Cheques should be made payable to the course organiser. This will be either Scottish Borders Council or Borders Sport & Leisure Trust**

**Q Can I just turn up at the Venue If I have not got time to book in Advance?**

**A Yes you can turn up at the venue but you cannot be guaranteed a place as the course may be fully booked. You must arrive with a completed application form signed by the parent/guardian and the correct payment.**

**Q Will equipment be provided for the various sports sessions?**

**A Yes it will be provided at all of the venues, please make sure that you dress appropriately for the Sport/Activity and the venue you are participating at.**

**Q Can I have a refund if I do not turn up?**

**A No, you will only be granted a refund if the course is cancelled or exceptional circumstances mean you were unable to attend the course. All refunds will be issued once the October Sports scheme has concluded.**

**Q What will happen if the course is cancelled due to adverse weather conditions?**

**A The Organisers will make every effort to stage the session at a later date during the holiday period, if this is impractical then appropriate reimbursement will be arranged.**

**Q Can I make enquiries by email?**

**A Yes, the email address is [holidaysports@scotborders.gov.uk](mailto:holidaysports@scotborders.gov.uk)**

**Q When can I contact the Info Hotline?**

**A You can contact the Info Hotline: Monday-Thursday 9am-5pm / Friday 9am-3.45pm**

**Q Where can I book Borders Sport and Leisure Trust activities?**

**A The only Borders Sport and Leisure Trust activities which need to be booked in advance are the October Activity Camps at Gytes Leisure Centre, Peebles and Galashiels Swimming Pool. Application forms are available from these centres or from [www.bslt.org.uk](http://www.bslt.org.uk). For all other activities children can turn up on the day.**