

## 7.9 - Terms and Conditions

### Clause 1

The summer school is owned and operated by Ecubal – Empresa Cultural de Barros Brancos, S.A. which shall also be referred to as Nobel Algarve -Summer School.

### Clause 2

#### Booking

1. It is advised that you make your booking as early as possible as places on the course are strictly limited.
2. Please note that no course payment should be made to Ecubal – Empresa Cultural de Barros Brancos, S.A prior to an invoice and/or written confirmation of a place on the course.
3. Confirmation of a booking is subject to a deposit of €500 or full payment. The balance of fees is payable before the 1<sup>st</sup> of June of the relevant year. Any booking made after 19th May must be paid in full to secure the place.
4. Payment can be made to the Nobel International School Algarve by Bank Transfer, cash at reception counter or online by credit card (see website [www.nobelalgarve.com](http://www.nobelalgarve.com))
5. The booking of a place is regarded as acceptance of our Terms and Conditions.

### Clause 3

#### Cancellation

1. All cancellations must be made in writing and take effect from the date we receive such notice.
2. Where a cancellation is made more than 30 days prior to the arrival date, there will be a refund of all course fees paid, minus the course deposit (€500.00).
3. Where a cancellation is made less than 30 days prior to the arrival date, there will be no refund, except in the case of valid visa refusal, as per clause 4 below.
4. Where a booking is amended less than 30 days prior to the arrival or after the arrival date, there will be no refund for any missed course attendance.

### Clause 4

#### Visa Support and Visa Refusal

1. Should a student require a visa to travel to Portugal, Nobel Algarve -Summer School will, upon receipt of the deposit payment (or receipt of full course fees) issue a Visa Support Letter for a Child Visitor Visa application.
2. If the child visitor visa application is refused, then provided we receive a valid visa refusal letter, a full refund will be issued, less a €100 administration fee.
3. No refund will be given in the instance where one or more of these criteria are not met:
  - a) The visa application must be made with sufficient time prior to the arrival date to allow for the length of application time as indicated by the SEF (Serviço Estrangeiros e Fronteiras) Portugal (+/-3 weeks).
  - b) All necessary documentation must be provided as indicated by the SEF (Serviço Estrangeiros e Fronteiras) Portugal. The parent/guardian must be able to demonstrate that all necessary steps were taken to obtain the correct visa.

### Clause 5

#### Course Rules

1. Nobel Algarve –Summer School hope that all students registered will have a summer to remember and make every effort to show respect at all times to fellow students and members of Nobel Algarve -Summer School staff.
2. These course rules are designed to ensure that all the students and staff of Nobel Algarve -Summer School are able to enjoy the summer free from any unpleasant, intimidating or aggressive behaviour and in safety.
3. The breach of any course rule stated in this contract may result in dismissal from the course.
4. Any student who breaks the law or displays aggressive, intimidating or racist behaviour towards another student or member of staff will face instant dismissal from the course.
5. Students are expected to attend all meals, classes and arranged activities and excursions with no exception.
6. All damage to property, equipment and rooms will be charged to the student.
7. Gratuitous or willful damage to school property, public property or other students' property will be charged to the student and may result in dismissal from the course.
8. Consumption or possession of alcohol by students of any age is not permitted and may result in dismissal from the course.
9. Drug-taking or possession of drugs may result in instant dismissal from the course.
10. Smoking is not permitted in any of the school buildings or in the grounds of the school.
11. In the boarding house, girls and boys may only mix in the designated recreation areas.
12. Any student who leaves their room after lights out may be dismissed from the course.
13. Personal mobile phones must be turned off during all lessons and scheduled activities.
14. Should a student face instant dismissal, the student will be withdrawn from the course with immediate effect and will need to return home at the parent's expense at the earliest possible opportunity.

## Clause 6

### Promotional materials

1. At the discretion of the Course Director, photographs or videos may be taken of the students on the course. Nobel Algarve -Summer School reserves the right, unless we are advised to the contrary by the parent/guardian in writing, to use these photographs or video clips as part of future Nobel Algarve -Summer School promotional material.
2. Students will be asked to fill out an end of course questionnaire at the end of the course. Nobel Algarve -Summer School reserves the right to use this material in future promotion, unless otherwise stated by the parent.

## Clause 7

### Visiting a student

1. Parents, guardians and friends are welcome to visit students on a summer course but a 24 hour notice must be given in writing, prior to any visit to the Nobel Algarve -Summer School.
2. If a student is to be taken out of the school or out of the care and responsibility of our staff during an excursion, the parent or guardian must provide written permission by signing a leave permission form.

## Clause 8

### Travel Arrangements

All travel details need to be confirmed in writing as to any changes that may occur. The cost of excess baggage is entirely the responsibility of the student and Nobel Algarve -Summer School will not pay this charge under any circumstances. The airline's baggage policy should be checked before travelling.

## Clause 9

### Insurance

All students attending a course with Nobel Algarve -Summer School must have comprehensive travel insurance. Nobel Algarve -Summer School, does not provide or have any affiliation to any insurance company or brokers. Most local travel agencies will be able to provide this for you.

## Clause 10

### Liability & Changes

1. Ecubal – Empresa Cultural de Barros Brancos, S.A has public liability insurance. Nothing in these terms and conditions shall operate to exclude any liability of Ecubal – Empresa Cultural de Barros Brancos, S.A for personal injury or death caused by the negligence of the company or those employed by the company.
2. The details of the programme have been published in good faith. Ecubal reserve the right to make any changes or alterations to any aspect of the course, in the event of unsuitable weather conditions or other factors beyond our control.
3. Portuguese Law shall apply to the contract, and the parties agree to submit to the non-exclusive jurisdiction of the Portuguese Courts.

## Agreement

The information I have provided is correct. I agree to the Terms and Conditions of this booking.

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(Parent or Guardian signature same as identification document provided)

Date \_\_\_\_\_

*\*Please keep a copy of this booking form for your own reference*