SU Scotland Weekend Booking Form

Weekend Code

Child's Details (PLEASE PRINT)

Surname

First Name

Usually Known As

Date of Birth Male Female

Parent's/Guardian's Details

Surname

First Name Title

Postcode

Address

Telephone (incl STD Code)

Mobile

Email

Please tick the child's present school year

P5 P6 P7 S1 S2 S3 S4 S5 S6 Left School

School

If primary 7, indicate School to be attended next year.

Special Requirements

Vegetarian Health or Additional Support Needs

Allergies or Special Dietary Requirements

Please give brief details - we may contact you for more information

Additional Information

Promotional Code

Travel

Will your child be joining one of our Travel Options? YES NO

If YES, which of the Travel Options shown in the Weekend leaflet would you like to book?

Who would your child like to share accommodation with?
(Maximum of three names permitted)

Payment

I enclose (please tick):-

£20 Deposit Full Payment

Tick method of payment.

Cheque Postal Order Cash

For Cheques and Postal Orders, please make payable to Scripture Union Scotland and write the Weekend Code on the back.

My child is under 16 and I do not wish either photo or video footage of them to be used for Scripture Union Scotland publicity purposes.

Yes No I am happy to receive information by email about future events which may suit my child.

What prompted you to make this particular booking? - Please tick most appropriate

School Presentation Friend Booked Before
Family Member SU Scotland Website Google Search
Church SU Publication Other Publication (please state) .....

Parental Consent

1. I am in full agreement with this booking.
2. I have read and understood the 'TERMS & CONDITIONS' on the SU Holidays website.
3. In the event of a medical emergency I authorise Scripture Union Scotland to sign any required declaration on my behalf.

Mr/Mrs/.....
(Signature of Parent/Guardian delete as appropriate)

We promise to look after your data in accordance with General Data Protection Regulation. For further information, please see suscotland.org.uk/privacy. SU Scotland is registered in Scotland as a charity (no. SC011222) and as a company limited by guarantee (no. SC54297). Registered office: 70 Milton Street, Glasgow, G4 0HR.

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- Weekends: £20 deposit; balance due three weeks before
- Snowsports Holiday and Sailing Holiday: £100 deposit: balance due six weeks before
- All other Holidays: £50 deposit; balance due six weeks before

Details of the amount payable and the due date will be sent with your Confirmation of Booking. Payment may be made by Maestro, Visa, Delta, Mastercard, cheque, postal order or cash. The online payment system allows you to make a payment whenever you wish and for whatever amount you wish. If cheques are returned to us by your bank, we may charge you an administration fee.

Cancellations
Should you wish to cancel a holiday, please contact us by email, phone or letter. Once the cancellation has been made, we will send a confirmation email to the email address you gave us when making the booking.

- If you cancel after the full payment is due you are liable for the full cost of the holiday
- The deposit is non-refundable

For information about cancellation insurance see below. If it becomes necessary for us to cancel an event, an alternative holiday will be offered, or the full amount paid will be refunded.

Making a Change
Should you require to change information which you have sent us as part of the booking process, please contact us by email, phone or letter. Once the change has been made, we will send a confirmation to the email address you gave us when making the booking.

Please Inform Us
In order to ensure that we have team members and facilities to meet your child's needs, you should inform us of any health, disability, social, behavioural or Additional Support Needs which may affect your child while on holiday. Please complete the basic health details requested when making your booking. It is particularly helpful to know details of any allergies or special dietary requirements. We may contact you for more information. A more detailed Health Form will be sent before the holiday and must be completed and sent to the holiday with your child. Young people with special needs are welcome at SU Holidays. Please phone for advice and we will try to find a suitable holiday. If your child's first language is not English, please us for advice.

Behaviour
We reserve the right to send home any child whose behaviour is compromising their own or others' safety, or adversely affecting the enjoyment and well-being of others. In these circumstances, we expect you to collect your child, however, if you are unable to you will be liable for any expenses incurred in returning your child home. In these circumstances, no refund will be available.

Parental Consent
It is understood that by making a booking you are giving permission for your child/ward to take part in the activities listed, as well as the general activities such as swimming, indoor and outdoor games, crafts and the Christian teaching which make up the programme at each holiday.

Understanding Activity Risks
Many of our holidays include activities that your child may not have participated in before. There will always be some real risks involved in these. We do all we can to reduce the risks whilst preserving the purpose and benefits of the activity. If you would like more information on the risks relating to a specific activity, please contact us.

Safety & Supervision
The safety and welfare of the young people come first, and we ensure high levels of adult supervision. We maintain a high ratio of adults to young people; some are SU Scotland employees, but most are volunteers who give their own time (and contribute to their own costs) in order to run SU Scotland events. Our volunteers are accredited via a careful vetting and selection process, which includes obtaining a PVG Scheme Record for all volunteers. Everyone is placed in a small group under the immediate care of an adult leader.
We are licensed by AALA to provide watersports, climbing and trekking. Activities such as swimming, canoeing, kayaking and other outdoor pursuits are always supervised by qualified instructors. We have many years of experience running residential events for young people in Scotland and work continuously to improve our events and ensure that we meet or exceed current legislation. All the minibuses we use have seat belts. SU events have an excellent safety record, which we strive to maintain.

Programme
While every endeavour will be made to implement the programme as published, we reserve the right to make alterations should circumstances make this necessary, for example, weather conditions.
Not all activities listed at each site will necessarily be available at all events. See the individual event information for the activities offered at each event. Most holidays allow your child to choose which activities to participate in, so they may not have time to take part in all the offered activities.

Accompanied Travel to Holidays
Accompanied travel is arranged to most holidays. This is mainly by private coach or public transport. However, on some occasions, we will use minibuses or private cars. We always ensure an appropriate ratio of travel leaders to children to ensure your child's welfare right from the start of the holiday. Most of our holidays offer accompanied travel from more than one location.
We need to know your choice of travel option for the outward and return journey when you complete the booking, as it is important for us to plan well ahead to ensure your child's welfare. Two weeks before the start of the weekend, or eight weeks before the start of all other holidays, we will send you Travel Instructions and remind you of your chosen arrangement. We will accept changes up to the Tuesday before the start of a weekend, or up to four weeks before the start of longer holidays. After this time it will NOT be possible to join the accompanied travel. Any alteration to the travel arrangements to or from the holiday must be intimated to us. Please contact us by email, phone or letter. We will confirm this change to you by email.

Own Travel to Holidays
Parents may choose to make their own travel arrangements. Details of arrival and departure times will be sent 2 weeks prior to the start of weekends and 8 weeks prior to the start of all other holidays.

Please note that the Own Transport option usually involves collecting your child mid-afternoon on the day of departure for weekends and around 10am for our longer holidays.

Included in your Holiday
Accommodation, all food, activities, deposit (non-refundable) and travel costs to and from specified locations, unless otherwise stated. NOT INCLUDED are: activities and trips shown as Optional Extras, personal spending money, cancellation and personal accident insurance.

Optional Extras
Many longer holidays offer Optional Extras at an additional cost, usually in the range of £10 to £30, which is payable in cash at the holiday. A full holiday programme is provided even if you don't choose any of these extras. Details of how to select Optional Extras will be sent 6 weeks before the holiday. There will be a response date on the form – if you do not respond prior to this date, we cannot guarantee a space will be available for your child to take part in that activity.
Optional Extras are not offered at our weekend holidays.

Insurance
SU Holidays are covered by Public Liability Insurance. We strongly recommend that you take out insurance to cover belongings, personal accident or in case you need to cancel. We will send you details of a competitively priced policy with your Confirmation of Booking. Please note that to be covered for cancellation, you should take out insurance as soon as possible after your booking is confirmed.

Photographs & Filming
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Complaints
If there is any problem during a holiday, we would like to know as soon as possible so that we can do our utmost to put it right. Please ask your child to mention it to the Team Leader (named on the website and printed publicity) in the first instance. If the problem is not dealt with to your satisfaction, please contact us either in writing or by phone as soon as possible. Scripture Union Scotland has a written complaints procedure that is available on request. We are always keen to find ways to make our holidays even better.
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