

TERMS AND CONDITIONS OF BOOKING

A **non-refundable** deposit of 25% of the course fees is payable to reserve your place on the requested course. Please ensure you have booked your place by telephone first to ensure that spaces are available. The balance of course fees is payable in full 7 days prior to the commencement of the first course date. Failure to do so will open the place for another applicant and your deposit will be forfeited.

Cancellations – cancellation by a student of any course will result in the forfeiting of all monies paid for the relevant course regardless of notice given.

Course date re-scheduling -

- Over 1 weeks notice - a £10 fee will be charged.
- Between 1 week and 2 working days notice - a charge will be made amounting to 25% of total course fees.
- Less than 2 working days notice - all monies paid will be forfeited and no alternative date offered. If less than 2 working days notice is given due to illness, and you wish to be booked onto the next available course, you would need to either provide a doctor's certificate, or you can go on standby and if a space remains free for the next course, you could attend, but we could not confirm your place until the day before. Please call to let us know you are ill as soon as possible. Please note that if you are re-booked for another date, and then do not attend that date for any reason, all monies paid will be forfeited and no further alternative date offered. For one to one training, even if due to illness, all monies paid would be forfeited if less than 2 working days notice, as the instructor would still need to be paid.

Payments made cannot be transferred to other courses or to other persons. No refunds will be issued in the event of a student failing to attend a confirmed course.

It is the responsibility of the applicant, having referred to relevant sources of course information, to ensure that the course is suitable for their requirements. The Southern School of Beauty Therapy is pleased to provide advice, but will accept no liability in the event that the content of the course does not meet individual expectations.

If a course has to be postponed due to circumstances outside of The Southern School of Beauty Therapy's control then the course will be re-scheduled with no refunds issued.

Our students, instructors and models health is a priority so please do not attend if you are unwell. If you are unwell and you are showing symptoms of the coronavirus (Covid 19) as per the government and NHS guidance:

<https://www.nhs.uk/conditions/coronavirus-covid-19/>

then we ask that you do not attend and contact us as soon as possible.

You will not lose your money paid for a course as we will arrange for you to attend the next available date once you are well enough with no further charges.

If a course has to be postponed due to Coronavirus (COVID-19) then students will not lose any monies paid as they will be transferred to an alternative date.

All students are required to observe and abide by all policies regarding health and safety and any other regulation set out by The Southern School of Beauty Therapy.

The Southern School of Beauty Therapy will only award certificates on completion of the course provided the students' knowledge, techniques and case studies (as required) are of a satisfactory standard. All students agree to the high standards of behaviour, modesty and respect expected of professional therapists. Students may be asked to remove or cover items of jewellery. Long hair may be required to be tied back.

All material, documentation, images and information used, referred to or issued during a course is copyright and remains the property of the tutor and / or The Southern School of Beauty Therapy. It may not be reproduced, copied, quoted, published, referred to, disclosed, used for teaching nor distributed in part nor in full anywhere in the world unless the prior written consent of the tutor and The Southern School of Beauty Therapy has been obtained.

The recording of a course (or any part of a course) verbatim, by any visual or audio means is prohibited unless the written approval of The Southern School of Beauty Therapy and the tutor has been obtained beforehand. The course must not be copied and taught anywhere within a 80 mile radius of The Southern School of Beauty Therapy course venue – we will take a legal route to enforce this condition if necessary.

The Southern School of Beauty Therapy accepts no liability whatsoever for a students personal belongings or vehicles for the duration of a course

All course fees must be paid in full before a student commences a course.

If The Southern School of Beauty Therapy needs to cancel a course then a full explanation will be provided 48 hours before commencement unless the circumstances are unforeseen.

Students must be prepared to participate in training sessions including practicing the techniques on each other, under tutor supervision.

Under no circumstances must the skills and techniques learned; documentation and images used and/or distributed; nor tutor advice; guidance or quotes be utilised nor interpreted in any way as part of any other course either identical or similar within a 80 mile geographic radius of this course venue. The Southern School of Beauty Therapy will pursue through the courts any breach or perceived breach of this clause.

The Southern School of Beauty Therapy accepts no liability for any adverse physical, medical or other reaction to any product used during a training session unless liability is proved in a Court of Law.

Students must notify The Southern School of Beauty Therapy in advance of attendance of any allergies or reactions to any products commonly used or likely to be used during treatments. If such allergic reactions develop during a course then the tutor must be informed immediately.

The Southern School of Beauty Therapy reserves the right to (a) Provide a replacement or alternative course tutor as is deemed necessary (b) Invite independent assessors to oversee courses (c) Vary the allocation of student places on a course (d) Amend, alter and add to any course at all times whilst not detracting from the overall course aims and objectives (e) Amend course prices (f) Amend the course venue (g) Amend the course Terms & Conditions (h) Take video or photographic images of courses / students for promotional purposes Students must not use their attendance on a course to advertise, sell, promote, demonstrate or endorse any product, business or service (i) Postpone a course due to extenuating circumstances outside of The Southern School of Beauty Therapy's control and students will be fully entitled to attend a re-scheduled date.

The Southern School of Beauty Therapy accepts no liability whatsoever for a students' employment or interpretation of techniques taught during courses when the course has ended.