

Booking Form, Record Sheet and Consents : Woman Time 2018

All information provided on this form is **confidential** and will only be seen by the session leaders and support staff.

Woman Time Dates : July 9th- 14th 2018		Price: £390
Deposit £150 secures place. Balance £240 due June 1st or pay full amount on booking.	Amount Paying:	
Cheques payable to: Neroche Woodlanders Ltd 10 Sunnyside, Awliscombe Honiton, Devon EX14 3NX	BACs payments account name: Neroche Woodlanders Ltd Bank: Cooperative Bank Sort Code: 08-92-99 Account No: 65631155 Ref: Woman Time/your initials	

Contact Details	
Name:	
Contact Address:	
	Postcode:
Tel.	Mobile:
Email address:	

Emergency contacts	
Next of Kin	Other
Name:	Name:
Relationship:	Relationship:
Tel. no.	Tel. no.

Medical details and information	
GP name:	
Surgery Name or Address:	
	Postcode:
Tel. no.	

Medical information

It is important that we have accurate medical information about you so we can deal with any incidents or emergencies quickly and appropriately. **Please complete the following fully to tell us about a medical condition or disability.**

Do you have a medical condition or disability we should be aware of? Please provide details (including medication); e.g. asthma, diabetes, allergies, heart conditions etc

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Is there any specific medical advice we need to follow in the case of an emergency?

Is there any other relevant information you would like to share? e.g. Dietary or cultural requirements or any fears that may affect enjoyment of the programme

Safety

All activities have been carefully risk assessed and will be managed appropriately by experienced leaders. You must understand that when taking part in sessions at Young Wood there is a risk of personal injury. You must be aware of, and accept these risks and agree to be responsible for your own actions and involvement.

- Safety is the responsibility of ALL participants. Each person is responsible for the safety of themselves and the other participants.
- All safety rules and procedures must be followed.
- Any hazards found on the site must be reported to session Leaders who will take all reasonable steps to manage the hazard and ensure participant safety.
- If you engage in hazardous actions that we warn against, we may ask you to leave.
- If events have to be cancelled by us we let you know as soon as we can.

Your Consents

Please delete ** as appropriate

- I know of no medical reason why I should not participate.
- In the event of a minor accident, I agree for First Aid to be administered by a qualified First Aider (all session Leaders and some support staff are qualified).
- I do / do not ** agree to myself being taken to hospital, or to being seen by the nearest doctor available should an emergency arise.
- I do / do not ** give my consent for photographs and videos of myself to be used to promote Young Wood activities, including online.
- I do/do not ** consent to my details and those of others on this form being kept for contact purposes in line with the general data protection act.

I agree with Safety, Terms& Conditions and Consents.

Signed: Date:

Terms and Conditions

Definitions

- This event is organised through Neroche Woodlanders Ltd
- NWL shall mean Neroche Woodlanders Ltd whose registered address is 10 Sunnyside, Awliscombe, Honiton EX14 3NX (Industrial Provident Society, Register no. 31925R);
- Staff / Volunteers / Leaders shall mean: persons that hold relevant qualifications, are experienced and have current DBS (Disclosure and Barring Check). Further details can be provided on request;
- Participant shall mean the person booking and attending the course

Payment

- Total minimum cost is £390 to be paid by June 1st. Any deposit is non-refundable.

Insurance and Damage

- NWL has public liability and employers liability insurance to cover our activities. Details can be seen on request. These do not cover theft, loss or breakage of personal items.
- It is the responsibility of all Participants to look after their own bags and effects. Please do not bring valuable electrical gadgets, which may be damaged by rain, mud or impact.

Parking

- Parking is provided in the carpark at the Young Wood base. **No vehicles** should be brought to camp area unless this has been agreed with Staff.

Health

- Please notify NWL **at the time of booking** about dietary, or medical condition, allergy or disability that may affect his Participant's involvement, so that necessary arrangements can be made to accommodate the condition.
- **Please complete the medical / consent information** and send these with your booking
- Whilst NWL will make their best efforts to accommodate every person, we cannot guarantee that these requirements will be met.

Cancellation or Alteration

- Activities are dependent on weather conditions. NWL reserves the right to cancel, postpone or alter session activities at short notice in the event of unfavourable weather conditions. These shall include but not be limited to: high winds, heavy rain, electrical storms and snow as forecast. Participants will be contacted as soon as practicable to inform them of such changes or cancellations. If NWL cancels or postpones a session due to weather, a replacement date will be sought.
- If the Participants cancels their booking after paying a deposit **the deposit will be forfeit.**

Conduct of People

- All Persons and Organisers are asked to have respect for the place and for the Staff who work with them.
- NWL reserve the right to terminate a Participants activity should staff assess they be causing damage, or likely to cause damage, to themselves, to others or to the environment or equipment.
- Participants must be prepared for the outdoor environment by wearing old clothes, trainers, boots, waterproofs, sun hat etc. **We will provide a 'what to wear' guide and 'kit list'**.
- The Young Wood base is generally a dog-free zone, so no dogs should be brought unless express permission has been given by NWL Staff.