

Summer School Application Form

Please complete all sections and send your completed form to us. We will contact you to confirm your booking and help arrange any accommodation or transfers you have requested. If you require assistance completing this form, please call us on **0115 988 1318** (+44 115 988 1318 from outside the UK).

Please do not book any flights until we have confirmed that the dates you require are available.

Post your **completed** application form to:

Nottingham Language Academy
8 The Ropewalk
Nottingham
NG1 5DT

or email to:

bookings@nottinghamlanguageacademy.co.uk

Once payment is received we will contact you to confirm your booking and arrange any airport or accommodation requests.

1a) Student Details

Gender Male Female

Telephone

First Name

Email

Surname

Date of Birth

Passport / ID card number

Nationality

Address in home country

Address in the UK

(if staying in accommodation not arranged by us)

1b) Parent / Guardian Details

Name

Telephone

Relationship

Email

2) Course Details

Start date Num. Weeks End Date Homestay? Y N

Course fees £320 x num. weeks (no accommodation) **or** £
£450 x num. weeks (with full board homestay accommodation)

Textbook Cost of textbook is payable at the time of booking £ 20

3) Transport

Would you like to arrange airport pick-up and/or return? Tick the relevant boxes below and we will contact you to arrange collection details. Please note that these prices are for one-way transfer only, for up to three people and their luggage.

	Collect	Return		Collect	Return
East Midlands (£35)	<input type="checkbox"/>	<input type="checkbox"/>	Birmingham (£90)	<input type="checkbox"/>	<input type="checkbox"/>
Manchester (£105)	<input type="checkbox"/>	<input type="checkbox"/>	Luton (£120)	<input type="checkbox"/>	<input type="checkbox"/>
Return private daily transport (£80/week)				<input type="checkbox"/>	

4) Medical Conditions & Consent

Does the student have any medical conditions or allergies that we should know about? If yes, please explain below. Yes No

I consent to essential medical information being shared with relevant members of staff in Nottingham Language Academy with the son/daughter's host (if applicable). Yes No

I agree to the student receiving emergency medical treatment, including anaesthetic and blood transfusion, as considered necessary by any medical authorities present. Yes No

Please note that the students are responsible for the administration of their own medicines.

I give consent for the student to participate in external visits/activities planned by the Academy. I acknowledge the need for acceptance of the Code of Conduct and responsible behaviour on their part. I understand that there is some level of risk in any activity but that this will be managed to minimise the risks involved. I understand that as part of any planned transport arrangements, or in emergency, it may be necessary to transport students in staff vehicles. Yes No

Signature

A parent or guardian must sign

5) Supervision of Students on the Summer School Programme and in Closed Groups

Students aged 11 – 13

These students will be supervised throughout the school day from 9.30 until 5.30 and unless supervised by an adult, cannot leave the Academy at any time. Students staying in Homestay accommodation are not allowed to travel to and from the Academy by bus. Private transport must be booked at the time of the course booking. The additional fee is £80 per week. Homestay students must be home by 6.30 and will not be allowed out unsupervised in the evenings or at the weekends without the permission of the parent/guardian.

Students who are staying with parents or family need to be dropped off and collected by an adult. Alternatively, if staying nearby, we can offer a collection service for an additional fee of £80 a week.

Students aged 14 – 17

These students will be supervised throughout the school day from 9.30 until 5.30.

Students staying in Homestay accommodation are allowed to travel to and from the Academy by bus. The host will show the student the route beforehand. Students must arrive at the Homestay by 6.30 each evening for their meal. Travel passes will be arranged on the first day. Students are allowed out unsupervised in the evenings but must keep to the recommended curfew time of 9.30pm. Students may go out unsupervised in the Nottingham area at the weekends (Saturday and Sunday) but should tell their Homestay hosts where they are going and agree a time to return.

Students who wish to travel outside the Nottingham area must get written permission from their parent/guardian with the exact details of their planned journey. Overnight stays without appropriate adult supervision will not be allowed.

Students aged 14 – 15

Unless supervised by an adult, these students cannot leave the Academy between 9:30 and 5:30.

Students aged 16 – 17

These students may leave the school at lunchtime if they have signed permission from their parents/guardian.

I agree to the recommended curfew times

I would like a different curfew time and different levels of supervision at the weekends.. In this case, please tell us what this should be:

I consent for the student to leave the school at lunchtime (16 and 17 year olds only)

Signature _____

A parent or guardian must sign

This form will be shared with the Homestay host who will also ensure these rules are adhered to. The Homestay host is obliged to inform the Academy if the curfew and travel arrangements are not kept.

6) Payment

Course Fees £	Textbook £20	Transport £	Total Due £
	Private Daily Transport £		

Cash

Pay in person at the address below.

Cheque

Pay in person or by post, at the address below. Please make cheques payable to Nottingham Language Academy Ltd. and write your name on the back of the cheque.

Credit or Debit card

A 2% supplement will automatically be added to your total payment if you pay by credit or international card. Please telephone us to provide your card details, or pay in person at the address below.

Bank transfer

For international transfers please add £12 to cover bank charges for this service.

Transfer funds to:

Santander, Bridle Road, Bootle L30 4GB

Sort Code: 09-01-28

Account Number: 88400386

IBAN: GB83ABBY09012888400386

IBAN BIC: ABBYGB2L

Account Name: Nottingham Language Academy Ltd.

7) Terms and Conditions

I have read the terms and conditions (latest version viewable at <http://nottinghamlanguageacademy.co.uk/about-us/terms.php>) and accept them.

Signature _____

Date _____

- A parent or guardian must sign.
- If you are sending the form via email please type your name in the box to indicate that you accept the terms.

How did you hear about us?

Internet Passing by Friends or family Other: _____

Social Media

Please note that we occasionally use photos and video in our publicity material, website and Facebook page. Individuals are not identified. If you still wish the student not be included in photographs, please tick this box: