



## Enrolment Form – Learn to Swim

### Parent/ Guardian Details:

Full Name			
Relationship to student		Phone (Mobile)	
Address			
Email			
Emergency Contact Name		Phone (Mobile)	

### Student Details:

Full Name			
Gender		Date of Birth	
Medical details			
Level			
Lesson day/ time			

Full Name			
Gender		Date of Birth	
Medical details			
Level			
Lesson day/ time			

### Photography / Videography:

Do you give consent for photos and videos to be taken of your child for promotional purposes and used by the Royal Life Saving Aquatic Academy social media or websites?

Yes / No

### How did you hear about us?

- ☐ Social Media
- ☐ Website
- ☐ Friends/Family: \_\_\_\_\_
- ☐ Advertisement
- ☐ Other: \_\_\_\_\_

#### Seven Hills

78 Best Road Seven Hills 2147  
Email [sevenhills@royalnsw.com.au](mailto:sevenhills@royalnsw.com.au)  
Call 02 8814 8637

 [AquaticAcademy.com.au](http://AquaticAcademy.com.au)

#### Denistone East

47-63 Lovell Road Denistone East 2112  
Email [denistoneeast@royalnsw.com.au](mailto:denistoneeast@royalnsw.com.au)  
Call 02 9067 3840





#### Automatic Direct Debit Payments - Payrix

- ☐ Payments are made via direct debit using a credit card (Visa and MasterCard) or bank account.
- ☐ Direct Debit details can be update via the App, Website or in person via the Payrix Direct Debit Authorization Form
- ☐ Automatic direct debit payments are charged the 6<sup>th</sup> of the month (or following weekday)
- ☐ A pro rata amount will be charged at the time of the enrolment for the lessons remaining in the month, prior to your first Direct Debit
- ☐ Payments are taken regardless of lesson attendance.
- ☐ We are closed on public holidays and fees are adjusted accordingly.

#### Make Up Lessons

- ☐ Fee paying customers will be entitled to a maximum one (1) make up lessons per calendar month.
- ☐ You are required to mark absent from the lessons at least one (1) hour before the start of the class.
- ☐ A make up token will be generate after the class has been missed.
- ☐ Customers must use their make-up lessons within 30 days of missing the lesson.
- ☐ Make up lessons are not transferrable. (EG: Cannot be used by a different student to the one that missed the class.)
- ☐ Make up lessons are no longer valid once a cancellation has taken affect. All make up lessons must be used inside the fee-paying period and any unused make-ups are forfeited after cancelling from our program.

#### Outstanding Fees

- ☐ Failed payments will incur a non-refundable dishonor fee charged by Payrix.
- ☐ Outstanding fees will result in the member being denied entry to their lesson until the payment has been made.
- ☐ If payment has not been made within fourteen (14) days lessons within the program may be cancelled.

#### Refund/Credit Requests

- ☐ All refund or credit applications must be received in writing via email with documentation before missing your first lesson.
- ☐ Credits are not available for missed lessons.

#### Duty of Care

- ☐ The Swimming Teachers "Duty of Care" begins when a student is placed in a lesson and ceases at the end of that schedule lesson.
- ☐ All students must be collected on time.
- ☐ Students under 10 years must not be left unaccompanied at any time whilst in the venue.
- ☐ Royal Life Saving NSW/ACT/TAS adheres to the Child Safe Code of Conduct and adopts the Child Safe Policy.

#### Cancellations

- ☐ It is the responsibility of the parent/guardian to complete the cancellation form via our website
- ☐ Once payment has been debited, members are required to complete all paid lessons.
- ☐ Refunds are not applicable due to non-attendance.

#### In the Event of an Emergency

- ☐ If the facility was to be subject to an emergency evacuation, please follow the directions of staff to the assembly area.

#### Terms & Conditions of Enrolment Declaration

I have read and agree to the Royal Life Saving Aquatic Academy Swim School Terms and Conditions

Signature \_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

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