



## RYA COURSE BOOKING FORM

*Please complete one form for each student, including all the following details to help make sure that you are placed on the best course to achieve your aims.*

Name of participant: \_\_\_\_\_

Current Member: Yes / No

Date of birth: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Postcode: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Course Requested: \_\_\_\_\_

Previous experience (please give details of Stage/Level of last course attended, or outline experience eg. hours/days/weeks sailing, School, Holiday, racing or cruising, type of boat sailed):

\_\_\_\_\_  
\_\_\_\_\_

Do you have your RYA Logbook? Yes / No

*(A Logbook is included on Stage/Level 1 courses, for all others, replacement Logbooks may be purchased direct from the RYA or from RNCYC, but will not include previous certificates or details of previous courses attended)*

Wetsuit required? Yes / No if yes, please provide size details: \_\_\_\_\_

Medical conditions:

*Give details of any medical condition which could affect the participant during the course in any way. (Note that students may be on the water away from club facilities for up to 3 hours and instructors will be given details of any medical matters necessary for the children in their group. If none, please state 'None'):*

\_\_\_\_\_  
\_\_\_\_\_

I have read, understood and accept the terms and conditions (overleaf), and I consent to the use of images and videos.

Print Name: \_\_\_\_\_ Signed: \_\_\_\_\_ Date: \_\_\_\_\_

*To be signed by the parent or guardian if the participant is under 18 years of age.*

PAYMENTS can be made by cheque, BACS or card once a place on the course has been confirmed.

**OFFICE USE** Date application received:

Place offered (date):

Payment received: chq/card/BACS on (date):

Joining instructions sent (date):

# RNCYC TERMS AND CONDITIONS OF BOOKING

**\*\*Please retain a copy for your information\*\***

This agreement is between you, or your child or children as their parent or guardian, and the Royal Northern and Clyde Yacht Club herein after referred to as Participants and RNCYC respectively.

## **Booking Procedure**

Apply for your course(s) using this form. Places will be offered on a first come first served basis. Once a place has been offered, we will not be able to allocate your place(s) until we have received payment. Once places have been allocated you will receive a confirmation email with full details of the course. Whilst every effort will be made to place you on the course of your choice, should it be full, or should we feel that it is unsuitable for your level of experience, we will contact you to offer an alternative course. We reserve the right to refuse to allow someone to participate on a course if they are, in the opinion of the Chief Instructor, booked on a course that is unsuitable. Please contact Caroline Hoole at [training@rncyc.com](mailto:training@rncyc.com) to discuss if you are unsure about which course to book.

## **Payment Methods**

Cash or Cheque (payable to RNCYC). Debit Card in person or by phone. Internet Banking to RNCYC, Sort Code: 832303, Account: 00250061 using SURNAME and course code as Reference (e.g. BLOGGS dinS12mar).

## **Cancellations**

If you need to cancel, please let the RNCYC office know as early as possible and confirm in writing the same day.

The following refunds will be made: Cancellation prior to course confirmation from RNCYC; full refund. Cancellations before 30 days of the course start date; full refund less £25 administration fee. Cancellations after 30 days of the course start date will; no refunds.

The RNCYC reserves the right to: cancel a course should the numbers fail to reach a viable minimum number when a course transfer or refund will be made, request that a participant who does not meet the course criteria withdraws, amend the course start or finish times in the event of persistent inclement weather.

## **Physical Fitness, Clothing and Specialist Equipment**

Many of our courses are physically demanding and you must ensure that Participants have an adequate level of fitness for the activities to be undertaken. If Participants have a medical problem, e.g. epilepsy, heart condition etc, you are strongly advised to check with both your doctor and the RNCYC office before booking. Should the Participant suffer from any disability, please disclose its nature with your application. By agreeing to these conditions Participants and/or their parents or guardians are confirming that there are no medical conditions that the instructors should be aware of, unless disclosed.

Participants will need to be provided with suitable warm and waterproof clothing or wetsuit. The RNCYC does not provide personal clothing and waterproofs but wetsuits can be provided on request for a hire fee. Buoyancy aids or lifejackets (PFD – personal flotation device) are available at RNCYC for course participants, participants own PFDs will be checked by the instructor and an alternative provided if necessary.

All candidates for waterborne activities should be confident in the water when clothed for sailing whilst wearing a PFD. All course members must comply with safety regulations and instructions of the centre staff.

## **Liabilities**

The applicant understands that sailing can potentially be a dangerous activity. The applicant further understands that the RNCYC will bear no responsibility nor accept any liability or legal responsibility for any loss, damage, death, injury or inconvenience how so ever arising by virtue of the Participants on these courses. RNCYC, its staff, instructors, coaches and volunteers do not accept responsibility for any loss, damage or injury suffered by persons and/or their property arising out of or during the course of their activities whilst training and/or coaching and/or instructing unless such injury loss or damage was caused by, or resulted from negligence or deliberate act.

## **Medical Consent**

I hereby consent to the provision of first aid treatment or medication to Participants should the need arise, whilst the Participant is attending a course. I further agree that should an injury be, in the opinion of the qualified first-aider serious enough, then a local doctor/the emergency services may be asked to attend to the Participant as their professional opinion dictates. In addition, if the case arises, I authorize the members of staff to take Participants to hospital and give full permission for any treatment required to be carried out in accordance with the hospital's diagnosis. I understand that I shall be notified, as soon as possible, of the hospital visit and of any treatment given. I further agree that in the above circumstances the RNCYC will bear no responsibility nor accept any liability or legal responsibility for any loss, damage, death, injury, or inconvenience howsoever arising.

## **CONSENT TO USE OF IMAGES**

I hereby give RNCYC permission to use any still and/or moving image being video footage, photographs and/or frames and/or audio footage depicting the participants, taken by RNCYC Instructors/coaches/volunteers on behalf of RNCYC, whilst participants of RNCYC Courses and Sailing Activities for any of the following uses: advertisements, marketing, leaflets, or any other use such as for training, educational or publicity purposes. The above consents will apply throughout the world.

Revised 24/1/18