

Yarra Swim School Enrolment Form



Swimmers Personal Details

Swimmer 1 : Full Name

Gender

DOB

Swimmer 2 : Full Name

Gender

DOB

Swimmer 3 : Full Name

Gender

DOB

Swimmer 4 : Full Name

Gender

DOB

Contact Details

Parent / Guardian: Full Name

Mobile

Email

Postal address

Suburb

Post Code

Emergency Contact: Full Name

Mobile

Email

Swimmers Medical History

(Both Child/ren & Parent/s are required for nursery classes)
Does the swimmer/parent have any medical conditions that may affect their participation? *Please specify*

Preferred Lesson Day

First preference (*select 1*)

Monday Tuesday Wednesday
Thursday Friday Saturday Sunday

Second preference (*select 1*)

Monday Tuesday Wednesday
Thursday Friday Saturday Sunday

Privacy Statement

The personal information contained in this document is collected to provide contact information for organisations or individuals, wishing to enrol into learn to swim lessons. Information such as medical details are required to assist in accommodating the individual's needs and abilities. This information may be disclosed to other areas of Yarra Swim School or third parties should contact the necessary regarding an issue with the booking, and in accordance with the Information Privacy Act.

YSS STAFF USE ONLY Current Class Info.

Swimmer	Level	Day	Time	Teacher
1.				
2.				
3.				
4.				

OFFICE USE ONLY

Details Entered on System Payment Made

Responsible Person

Student #

Processed by:

Date:

Terms and Conditions of Enrolment

1. New Enrolments for term swimming

Submission of an enrolment form indicates you acknowledge and agree to our terms and conditions. Places are only secured once full payment has been received. We do not hold places or accept part payments. If an assessment is required to determine Child's ability the aquatic department will contact the applicant by phone to arrange a time to conduct an assessment.

2. Re-enrolling for the next term

Existing YARRA Swim School (YSS) students are automatically enrolled for the following term:

- You will be issued with an invoice, within two weeks prior to the end of the current term that will indicate the new terms lesson day, times and fees.
- If your current term fees aren't up to date by completion of term, your position will be deemed vacant and offered to other applicants who are interested in securing the position. If you do not wish to re-enrol, we kindly ask that you notify the office ASAP.

3. Non Transferable

Memberships and lessons are non transferable to other people and can not be converted to other products or services.

4. Request for lesson changes

Following re-enrolment process a week is set aside to process requests for change. While every effort is made to accommodate requests for change, it is dependent on the availability of vacancies and no guarantee can be given to accommodate requests.

5. Fees & Payment method

Term fees are payable in full before the commencement of term. Payment may be made by the following methods:

- Telephone using your Credit Card.
- In Person using Cash, Cheque or Credit Card.

6. Discounts

A 10% discount is applied on the term fee of the third child for all swimming families.

7. Cancellations

This contract of membership can be voided if written notification is provided no later than seven working days prior to the commencement of the YSS term.

Cancellation received after seven working days but prior to the commencement of the YSS swimming term will receive a refund less a \$20 administration fee.

All terms and conditions of membership are binding once the YSS term commences.

8. Refunds (medical certificate only)

Refunds are available for medical reasons. These require a medical certificate (this certificate must state the dates of unattended lessons).

Refunds will not be issued to any person other than the enrolled student stated on the medical certificate. We do issue credits or transfers to another term.

An administration fee of \$20 will be deducted for all refunds. Credits or transfers to another term will not be charged a \$20 administration fee.

9. Missed Lessons

Compensation for missed lessons or make-up lessons is not applicable as a child's spot in a class is reserved solely for her/him during the term regardless of attendance. Students who are unable to attend lessons due to illness can organise up to two (2) make up classes for all other levels per term. Nursery classes are entitled to 2 make ups for both parent and child. Make-up lessons can only be provided if spaces become available within the same term and they will expire and become a forfeit at the end of each term. We endeavour to cater to the needs of make ups, but as there can be no guarantee of spots becoming available for everyone, we strongly advise all students to attend all their allocated classes as losses will be borne solely by the absentee. (A medical certificate is required before a credit can be given.)

In addition, the following conditions apply:

- The YSS office must be notified of non-attendance-call on 9434 4516. **If necessary, please leave messages on the answering machine.**

10. Public Holidays/School Holidays

Classes do not run on public holidays or term school holidays and do not form part of your account.

11. Swimming Attire

All students who are not fully toilet trained must wear correct aqua nappies whilst in the pool during and after lessons.

12. Teachers & Time Changes

The swim school reserves the right to cancel or change classes and instructors or move students if the need arises. Although we strive to maintain a consistency with instructors this is not always possible.

13. Checking In

All students must check in at reception prior to each lesson.

14. Parental Supervision

It is the condition of entry that all children must be accompanied by a parent or guardian whilst at the centre. Children will not be accepted into lessons if a parent or guardian is absent. Children must be collected by the parent or guardian over the age of sixteen (16) at the conclusion of every lesson.

All school age children are required to use the appropriate change rooms. Parents needing to provide supervised care may use the disabled change facilities.

15. Photographic & Video Images

Photographs or video footage is not allowed to be taken of a child or children whilst they are in the centre. Parents and relatives wishing to take images of their child/ren during class MUST complete a consent form available at reception.

Yarra Swim School



Yarra Plenty Indoor Pool
Liat Way (Off Sainsbury Ave) | Greensborough, 3088



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www.yarraswimschool.com.au



9434 4516