



## Welcome to Frensham Pond Sailing Club

### Booking Instructions, Booking Conditions and Booking Form for Adults RYA Training

**Step 1 – Read this complete document.**

It sounds forbidding, but is important.

By requesting a place on a course you will also be accepting these terms and conditions.

**Step 2 – Read the course programme and work out which courses you would like to be on.**

**Step 3 – Complete the booking form (last two pages) giving as much information as possible.**  
This information will help with the decision as to your suitability for the requested courses.

**Step 4 – Having read the terms and conditions and completed the booking form, please:**

either scan and email to:

training@sailfrensham.org.uk (please keep the scans to under 512k)

or print and post to:

Frensham Pond Sailing Club

Pond Lane, Churt, Farnham, Surrey GU10 2QA

Ensure that you send **both** pages of the booking form.

If printing, double-sided is preferable.

Please do not send the other pages of this document.

**PLEASE DO NOT SEND ANY PAYMENTS AT THIS STAGE**

**Step 5 – Having reviewed your application we will contact you by email to confirm the booking and to give details for payments.**

**Step 6 – Turn up and enjoy the sailing!**

## FPSC RYA Course Adult Booking Terms and Conditions 2019

*By making a booking it will be deemed that you have read and accepted these terms and conditions.*

If you are not already a member of Frensham Pond Sailing Club (FPSC) then your course fee includes Training Membership. This runs from the start of your course until 31st October, allowing you to build on your training by sailing at the Club and hiring its boats (subject to conditions and successful completion of your course).

### 1. Payment for training courses

Once FPSC has accepted your application for a course it will request payment for the full amount of the course fees.

If you cancel the course up to 4 weeks before the start of the course a refund of 75% will be made.

If you cancel the course up to 7 days before the start of the course a refund of 50% will be made.

If you cancel the course within 7 days of the start date, no refund will be made.

If you find a suitable candidate to take your place on the course then a full refund will be made.

A full or partial refund or alternative sessions may be offered to a student forced to withdraw from a course because of injury sustained during the course.

### 2. Frensham Pond Sailing Club Cancellation

FPSC may cancel a course for any reason (e.g. equipment failure or bad weather). It will attempt to reschedule the course but if this is not possible or if a student is unable to attend on the alternative dates then a full refund will be made.

FPSC may exclude any student from a session or whole course if they are unable to participate effectively due to medical or health problems; cause damage; cause annoyance to others; pose a safety risk to themselves or others; or refuse to comply with the Booking Terms.

### 3. Medical Information and Impairments

In the interests of your safety and to enable FPSC to make any reasonable adjustments to accommodate you, when you book a course you must inform FPSC about any medical conditions; physical or mental impairments; or dietary intolerances that may affect your ability to take part in the course or any treatment to be given to you in the event of an emergency.

Declaring information about dietary intolerances does not reduce your responsibility to ensure that you check what you eat or drink is consistent with your dietary needs.

Medical information will be shared with those responsible for supervising the course. It will be handled in accordance with FPSC's Data Privacy Policy which is available from the Club website [www.sailfrensham.org.uk](http://www.sailfrensham.org.uk).

### 4. Health Warnings for Inland Waters

**Weil's Disease** is a bacterial infection carried in rats' urine which contaminates water and wet ground. The bacteria may be absorbed through the skin, mouth, eyes or minor cuts and abrasions. If you feel ill or develop a high temperature, a flu-like illness and muscle pains after training then seek medical advice promptly and ask for a blood test for Weil's disease.

**Blue-Green Algae** are present in Frensham Great Pond. On occasions growth of the blue-green algae becomes excessive and causes blooms and scum, which in turn may produce toxins which can be harmful to people and fatal to animals which drink from the water. Whilst problems are rare, children and vulnerable adults are at greater risk because they may be less able to appreciate the risks and to take appropriate precautions.

FPSC has produced a fact sheet covering the effects of blue-green algae and precautions that you should take to minimise the risk. This is available from the "Training" drop down menu on the Club's website at [www.sailfrensham.org.uk](http://www.sailfrensham.org.uk).

**You are asked to read this fact sheet and sign the declaration at the foot of the Booking Form to confirm that you have done so and accept the risks.**

## 5. Personal Possessions

All personal possessions, including sailing kit, cars, money and other valuables are brought to FPSC at the owner's risk and the Club cannot be held responsible for loss or damage to them.

Small lockers which will hold money and other valuables are available in the changing rooms for use at your own risk. You will need a £1 coin to operate a locker.

## 6. Data Protection

Personal information you provide will be used solely for administering your course booking and managing your membership of FPSC. It will be stored and used in accordance with FPSC's Data Privacy Policy which is available on the Club website [www.sailfrensham.org.uk](http://www.sailfrensham.org.uk).

Courses for Instructor, Power Boat Level 2 and Safety Boat qualifications require personal data to be shared with the RYA so that it can record your qualification, update any records it may hold on you, and verify or replace your certificate. The RYA will handle your data according to its privacy policy, available at [www.rya.org.uk/go/privacy](http://www.rya.org.uk/go/privacy).

On successful completion of all other courses your name, certificate number and date of issue will be stored by FPSC for seven years to allow the Club to replace your certificate if required.

## 7. Photography and Videos

**The use of any camera or other device to capture personal images in FPSC's changing rooms is strictly forbidden.** Anyone doing so will be asked to surrender any such images immediately and escorted from the site. Any member doing so will also be liable to expulsion from the Club.

Similarly, the use of mobile 'phones in changing rooms is strictly forbidden.

FPSC may arrange for photographs or videos to be taken during its courses for use as a training aid; for recognising achievement; to assist with course management; and/or inclusion on your RYA certificate (if applicable). Any such images, which may include images of you, will be used solely by FPSC to facilitate training and will not be shared with any third parties (unless required by the RYA for a certificate). **By booking a course you agree** that images of you can be used for these purposes and agree to assign any copyright or other right of ownership of these images to FPSC without payment to you.

Where you can be reasonably identified in images that FPSC wishes to use for any other purpose such as to promote the Club or its activities through newsletters, websites, press reports and/or social media channels then it will ask for your written consent to do so.

If you become aware that images are being used inappropriately you should inform the Club's Safeguarding Officer or another club official immediately.

Frensham Pond  
SAILING CLUB



www.sailfrensham.org.uk

training@sailfrensham.org.uk



Date of Application

dd mm yy

# BOOKING FORM

PLEASE COMPLETE ONE FORM (TWO PAGES)  
FOR EACH STUDENT

## STUDENT

Preferred Forename

Surname

Gender

M/F

Date of Birth

dd

mm

yyyy

## PARENT OR ADULT

Preferred Forename

Surname

Email Address

Phone

Mobile

Postal Address

Post Code

Club Member?

Y/N

## EXPERIENCE

Can Swim? (at least 50 metres)

Y/N

Confident in water?

Y/N

Last sailed in a dinghy

Last month

Last year

A few years ago

Never

Highest RYA Stage/Level achieved

Stage

Level

None

Dinghy sailed  
for above

Opi

Topper

Cadet

Laser

Feva

GP14

Other

## MEDICAL

Does the participant have any specific medical conditions?

Y/N

Does the participant take any medications (including intermittently eg inhaler)?

Y/N

Does the participant have any allergies?

Y/N

Is there anything else you feel the training team should know about the participant?

Y/N

Detail

Please provide the emergency contact details of Parent/Guardian/Next of Kin during the course:

Preferred Forename

Surname

Phone

Mobile

## COURSE SELECTION

Start Date

dd mm yy

Dinghy

Stage/Level

Cost

dd mm yy

dd mm yy

PLEASE READ THE TERMS AND CONDITIONS BEFORE APPLYING FOR A COURSE

## Risk Statement

It must be recognised that boating is by its nature an unpredictable sport and therefore inherently involves an element of risk. By taking part in the course and any subsequent activities at the Club, ***you agree and acknowledge that:***

- (i) You are aware of the inherent element of risk involved in the sport and you accept responsibility exposing yourself to such inherent risk.
  - (ii) You will comply at all times with the instructions of the Club and any FPSC officials, instructors, staff or volunteers particularly with regard to handling of boats, wearing of buoyancy aids and the wearing of suitable clothing for the conditions.
  - (iii) You accept responsibility for any injury, damage or loss to the extent caused by your own actions omissions or negligence.
  - (iv) You will not participate in the course or other water based activities whilst under the influence of alcohol or drugs, or whilst otherwise unfit to participate (for example, due to a medical condition).
  - (v) The provision of patrol boat cover is limited to such assistance as can be practically provided in the circumstances.
  - (vi) The provision of instructors, FPSC officials, staff and volunteers does not relieve you of your own responsibilities.
  - (vii) You have satisfied yourself as to your suitability for the course you are attending.
  - (viii) You have read and fully understood the information provided by the Club on Weil's disease and blue-green algae and accept responsibility for exposing yourself to such risks whilst taking part in activities in and around the water.
- 

## Declaration

Do you have any medical conditions, physical or mental impairments or dietary intolerances that FPSC needs to be aware of and may affect your ability to participate in the course or any emergency treatment which you may require?

Tick one. If you answer "yes" then you must provide full details with this booking.

Yes	No
-----	----

I confirm that I have read and fully understood the Booking Terms and Conditions and agree to the cancellation terms and the risk statement above. I accept responsibility for exposing myself to such risks whilst taking part in activities in and around the water and for any injury, damage or loss caused by my own negligence. I will comply at all times with the instructions of the Club and its officials, instructors, staff or volunteers.

Signed : ..... Print : ..... Date : .....