



## Children's Network Northern Ireland HOLIDAY Terms and Conditions 2009

Dear Sir/Madam,

Please find enclosed holiday brochures and application forms for Summer 2009. Places for this summer are limited. It is clear that demand for places is strong. To be sure of a place you are advised to return your applications well before the closing date – **30th June 2009**.

Please feel free to photocopy (please do not amend) further application forms if required.  
Your named point of contact is: **Danielle Thompson**

31 Ridge Park  
Lisburn,  
BT28 3RU

Phone: 07783453131

### Terms and Conditions of Applying for Holiday places

1. All applications **must** be returned before the closing date, and **must** be accompanied by full payment of £200 per place. BACS details are shown on the application form.
2. All record cards must be completed fully, including the additional information section.
3. In the interests of safety, a recent photograph of each child **MUST** be attached to the application form in the space provided.
4. In the event of demand exceeding supply, children will be placed on a waiting list.
5. Parents/guardians/social services have the responsibility to accompany the child to/from the travel point and must ensure that the children are notified to the travel co-ordinator on arrival and to advise the travel co-ordinator of any unattended children if they intend to leave the travel point before the children depart.
6. In an effort to provide a high standard of care and safety for children, we would ask you to be honest in disclosing any relevant family circumstances e.g. restricted access, ward of court etc.
7. Child reserves the right to send home early from holiday any child who through their actions deliberately spoils the holidays for others or who is endangering themselves or other children on the holiday. No refunds are possible under such circumstances.
8. In the event of a withdrawing holiday applications, the following conditions will apply.

#### **Withdrawal and substitutions up to 30th June:**

If you withdraw one child and substitute that child with a fresh application no additional charge will be made.

#### **Withdrawals before 21st June:**

If you withdraw a child and do not substitute the withdrawn child, Child will endeavour to place another child from the waiting list. If Child is unable to place a child from the waiting list, then Child will charge you 50% of the full cost of the holiday. If a substitution is available from the waiting list no additional charge will be made.

**Withdrawals after 21st June:**

If you withdraw a child and do not substitute the withdrawn child, Child will endeavour to place another child from the waiting list. If Child is unable to place a child from the waiting list, then Child will charge you 100% of the full cost of the holiday. If a substitution is available from the waiting list you will be charged a £10 administration fee only.

Child looks forward to receiving your completed applications forms and payments in the near future. **Holiday confirmation and travel details will be sent to you within 14 days following your application.** I am pleased to confirm that Child is part of the Access NI service. If you require any further information or clarification please contact **Danielle Thompson** at the address shown.

Yours sincerely

*The Council of Management, Child*