

# Terms and Conditions

## Booking an activity

All sessions must be booked in advance. Many of the sessions that are offered are dependent on the tide times. Therefore not all the sessions are available every day and the times of the sessions will vary. For booking enquiries please ring (01297 560393) or email [info@atthecoast.co.uk](mailto:info@atthecoast.co.uk). Please have the following information:

Number of children

Age group

The session/s you are interested in booking

A range of available dates over at least a two week period

Earliest start time and latest finish time

Any special requirements

## Booking procedure

If a suitable date and time can be agreed, a provisional booking will be made. You will need to provide the contact details of the school and we will send a booking form. The booking form must be returned within 14 days of the booking confirmation date with the relevant signatures and a deposit to confirm the booking. We cannot guarantee that your slot will still be available if forms are not returned within this period. The booking is made permanent when we receive the booking form and deposit. If you have any queries about the visit, then please do not hesitate to contact us.

## Charges

£25.00 per contact hour plus expenses, with a minimum charge of £50.00.

## Payment

Payment can be paid on the day of the visit (cash or cheque) or an invoice will be given to the leading group teacher to be paid within 10 working days (cheque, BACS).

## Cancellation

We require 14 days' notice of cancellation. Without this notice you will be charged the full amount of your visit. In extreme weather conditions it may be necessary to modify the activity for reasons of safety.

## Contact Details

Melanie Harvey

Tel: 01297 560393

Mobile: 07890 540979

Email: [info@atthecoast.co.uk](mailto:info@atthecoast.co.uk)

Website: [www.atthecoast.co.uk](http://www.atthecoast.co.uk)



## **On the day**

### **How to get to Charmouth:**

From Exeter - take the A30 to Honiton. At Honiton take the A35 towards Dorchester past Axminster and along the dual carriageway to Charmouth. At the roundabout take the 3rd exit on the right, signposted to Charmouth and continue into the village until you reach the pedestrian crossing. At this junction turn right into Lower Sea Lane (signposted the beach).

From Dorchester - take the A35 to Honiton road passing Bridport. Continue along this road until you see the Charmouth turn off on the left. Drive down this road into the centre of the village. At the pedestrian crossing turn left into Lower Sea Lane (signposted the beach).

Please park in the carpark at St. Andrews Road (charges apply), which is the first right turn off Lower Sea Lane. I will meet you here. It is a 5-10 minute walk to the beach from here.

## **Clothing**

The children should be suitably dressed for the elements. A waterproof jacket and footwear with a good tread are essential. For the rockpool ramble activity, the children should have footwear that can get wet.

## **Timings**

The time given on the booking form is the time the session will start. Please make sure the group is at the meeting point and ready to begin the session at this time. If you are running late please advise us as early as possible. Please let us know of your planned departure time when you arrive so we can make sure the group is back in time.

## **Toilets**

There are public toilets situated in St Andrews carpark on Lower Sea Lane and behind the Heritage Coast Centre in a separate building near the beach.

## **Group Responsibilities and Health and safety**

Teachers/guardians remain responsible for the group throughout the visit. We are responsible for tuition of the group and not their discipline. Control and safety of the group is the teachers/guardians responsibility. Each group should include a designated first aider and should carry a first aid kit. All Teacher: Pupil ratios should be in line with your own LEA requirements.

At least one adult/member of staff should act as a spotter to ensure children remain away from the cliffs and the sea.

The teachers/guardians should ensure that the group arrives adequately dressed and equipped for the activity.

Our aim is to give as much time to the children/students as possible, rather than having to organise the group.

