## POLICY

Welcome to the Jason's Totally Tennis Coaching Program, we hope you enjoy your lessons with us.

The Jason's Totally Tennis Coaching Program operates at Bromley Lawn Tennis Club and South Hill Woods Tennis Club.

By attending our coaching lessons you are agreeing to the terms and conditions below

## Players'/Parents' Responsibilities

- All lessons must be paid for on receipt of invoice - payment is due at the START of each term.
- Your place on the Jason's Totally Tennis coaching programme will be automatically renewed each term UNLESS you inform us in writing/via email that you no longer wish to continue.
- Notice to leave next term must be given by the end of the current term.
- If you do not inform us that you will not be re-joining in a new term you will be charged a notice fee of 4 weeks.
- If you wish to leave once the term has started we require a notice period of 4 weeks.
- If you miss a session you may be able to make it up at our discretion - we do not refund for missed lessons unless they we have cancelled them.
- Holiday courses may not be used to make up missed term time sessions.
- You MUST advise us of any changes to contact details (email or phone number)
- All notice/requests to change groups must be done via the office - please do not just inform your coach


## Jason's Totally Tennis Responsibilities

- Jason's Totally tennis will invoice at the end of each term in advance of the new term starting - you must inform us if you do not receive an invoice
- Lessons cancelled by us will be issued as a credit against next terms invoice
- Jason's Totally tennis will refund if your child has a prolonged period of illness or injury. The first 4 weeks after informing us of the injury are not covered, you will be refunded for the fifth missed lesson onwards.
- If you decide to leave once the course has started Jason's Totally Tennis will refund money paid minus 4 weeks' notice from the date you inform us.

