

# BIRTHDAY PARTIES

## TERMS AND CONDITIONS

Huish Episcopi Academy are committed to maintaining the personal data that you provide in accordance with the requirements of the Data Protection Act 1998. You may be assured that Huish Episcopi Academy will treat all personal data as confidential and will not use or process it other than for legitimate purposes. Steps will be taken to ensure that the information is accurate, kept up to date and not kept for longer than necessary. Measures will also be taken to safeguard against unauthorised or unlawful processing and accidental loss or destruction or damage to the data. Huish Episcopi Academy may use your personal data to keep you informed about services and special offers that may be of interest to you. If you do not wish your personal information to be used in this way please write to us. We will not pass your details to any other organisation.

- Huish Leisure reserves the rights to amend or cancel any Birthday Party at any time and without any notice.
- If a Birthday Party is cancelled or amended Huish Leisure will endeavour to either give the customer as much notice as possible or offer an alternative time, date or party type
- Huish Leisure offer a 48 hour cut off period for Birthday Party cancellations and amendments
- If a Birthday Party is cancelled by Huish Leisure at any time, a full refund will be issued
- If a Birthday Party is cancelled outside of the 48 hour cut off period a full refund will be issued
- If a Birthday Party is cancelled inside of the 48 hour cut off period, no refund will be issued
- If a Birthday Party is a 'No Show', Huish Leisure will not offer a refund
- Huish Leisure require a minimum of 48 hours notice if numbers are to exceed the agreed limit
- The Huish Leisure party leader will coordinate games and activities for your party
- It is the responsibility of the party booker to supervise the children at a ratio of 1 Adult to 10 Children during the party games and activities
- Bouncy and Sporty Parties packages include a total number of 20 children including any siblings. An additional cost of £10 is required for an extra 10 children along with an extra member of staff
- Trampolining Parties include a total number of 10 children including any siblings. An additional cost of £25 is required for an extra 6 children. This includes an extra trampoline and an extra member of staff
- Appropriate clothing must be worn to all parties
- Socks must be worn for Trampolining Parties
- Full payment must be made at the time of the booking
- No Birthday Parties will be guaranteed unless the full payment is taken
- The Birthday Booking Form must be fully completed before the day of the party
- All parties run as 1 hour of activity followed by 30 minutes of party food
- All food and drink must be supplied by the customer, Huish Leisure can offer water jugs for drinks and water from the water fountains
- Food and drink must not be taken out of the studio at any time during the Birthday Party booking
- Alcohol is not permitted anywhere and must not be consumed anywhere on the Huish Episcopi Academy premises
- Smoking is not permitted anywhere and must not be consumed anywhere on the Huish Episcopi Academy premises
- Huish Leisure will set up tables and chairs prior to the booking time
- Customers have the option of arriving 15 minutes prior to the party start time to start setting up food, drink and any decorations
- Huish Leisure do not supply any plates, cups or cutlery for any parties
- Customers must dispose of any rubbish in the bin bags provided
- Customers have 15 minutes to pack away after the 30 minute food slot. Huish Leisure ask customers to respect the given time slots to allow enough time for party change-overs
- Huish Leisure ask that customers leave the food room in a presentable state
- Huish Leisure staff will throw away any rubbish bags left over and deep clean all equipment used
- Customers and children must not enter the party facilities without a Huish Leisure member of staff present
- Huish Leisure will not be held liable for any lost or stolen possessions
- Lockers are provided for 20p refundable
- Huish Leisure cannot be held responsible for any injuries caused at any time
- Huish Leisure staff will clearly corner off any areas that are not available to members of the public
- Members of the public seen in these areas may be asked to leave the premises
- Huish Leisure will not be held responsible for any damage caused to equipment due to misuse
- Huish Leisure will not be held responsible for any damage caused to equipment due to misbehaviour
- Huish Leisure will not be held responsible for any injuries caused due to misuse of any equipment
- Huish Leisure will not be held responsible for any injuries caused due to misbehaviour
- Huish Leisure will use a 2 strike rule for any misbehaving children
- If a child has been asked to leave the Birthday Party due to misbehaviour they must stay with the adults who booked the party for the remainder of the booking
- Any accidents which require First Aid must be done by the on shift Duty Officer in reception