

Four Seasons Activity Programme – Half Day (0930-1330)

Client name:

Contract – Rolling

01 January 2025 - 31 December 20??

Date: 01 January 2025

Terms and conditions

1. Client rate: The half day rate for Woodside Environmental Education Centre sessions, from January 2025 – December 20??, will be **£55.00**.

2. Refreshments: For all half day practical activity sessions at Woodside Environmental Education Centre, The Great Out-tours will provide milk, tea, coffee, sugar, water & biscuits for a.m. break refreshments, at no extra cost. Participants need to bring their own food.

3. High Energy drinks: The Great Out-tours does not allow high energy drinks to be brought onto the farm. Diet fizzy or still drinks are permitted.

4. Personal protective equipment: In accordance with The Great Out-tours Health & Safety/site insurance policies & risk assessment frameworks, it is an obligatory requirement that all participants and care support individuals wear steel toe cap boots or wellingtons during all activity sessions. Eye & ear protective equipment is provided by The Great Out-tours as & when activities require them. Due to Covid-19 protocols, participants must bring their own knitted shell / latex palm protective work gloves to every farm session.

5. Personal belongings: Whilst The Great Out-tours welcomes participants bringing/using their own equipment at Woodside Environmental Education Centre (such as cameras, camcorders etc) to compile/develop their own educational diary, the company accepts no responsibility for the damage or loss of any items used/left unattended during activity sessions. I.e., Cameras, mobile telephones, electronic devices, garments etc. In such cases participants/care organisations will need to implement their own insurance for claim back.

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Important note: Each member of The Great Out-tours instructor staff comprehensively evidence each participant's daily activities with photographic record. All such photographs are made available to each participant, for use in personal portfolio building/tracking.

6. Mobiles phones & electronic equipment:

The Great Out-tours allow mobile telephones to be brought to Woodside Environmental Education Centre, however they must be switched off during activity sessions. Such devices can be used during morning and lunch breaks. In the event of an emergency the instructor carries a live mobile telephone which can be contacted throughout an activity session.

Note: Emergency telephone contact number - 01825 729158.

Electronic equipment can be brought to the farm however their use is restricted to morning & lunch breaks. *Note: Refer to 'personal belongings' section for important equipment loss/damage guidelines.*

7. Programme cancellation: A three-month cancellation notice period applies (the equivalent of one season) from either party.

8. Participant non-attendance: Should a programme participant not attend due to illness or a clashing event/holiday, the session rate of £55.00 is still levied.

If a programme participant is not able to attend, due to the sickness/non-attendance of a care support worker or driver, the session rate of £55.00 is still levied.

If a programme participant does not attend due to UK Government pandemic 'lock down' or 'isolating' guidelines, the session rate of £55.00 is still levied.

If the Woodside Environmental Education Centre is forced to shut, due to pandemic UK Government 'lock down' measures imposed, the session rate of £55.00 is still levied. During associated disruption(s), the participant will be given access to the complete suite of The Great Out-tours '[Online Activity Programme](#)', to conduct activities at home.

If a care support worker or driver is not able to drive the participant to Woodside Environmental Education Centre, due to UK Government nationwide pandemic 'lockdown' or 'isolating' directives, the session rate of £55.00 is still levied. During associated disruption(s), the participant will be given access to the complete suite of The Great Out-tours '[Online Activity Programme](#)', to conduct activities at home.

If a programme participant does not attend due to care/domestic home engineering failures, the session rate of £55.00 is still levied.

If a session does not take place due to an engineering failure at Woodside Environmental Education Centre, the session rate of £55.00 will not be levied to the programme participant.

9. Force majeure - Session(s) cancellation(s) due to extreme weather conditions:

Should a driver decide not to bring a programme participant to Woodside Environmental Education Centre (with the site declared open), due to extreme weather conditions, the session rate of £55.00 is still levied. During associated disruption(s), the participant will be given access to the complete suite of The Great Out-tours '[Online Activity Programme](#)', to conduct activities at home.

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Should Woodside Environmental Education Centre be forced to close on the day of service, due to exceptional weather conditions, the session rate of £55.00 will still be levied. During associated disruption(s), the participant will be given access to the complete suite of The Great Out-tours 'Online Activity Programme', to conduct activities at home.

10. Annual staff holidays/absences: Activity sessions during annual holiday seasons may be interrupted due to The Great Out-tours staffing leave.

Advance notice of any interruptions to activity sessions will be made to participants. If no instructor is available due to unforeseen sickness/extenuating circumstances, no session will go ahead, nor will a fee be levied to the participant for the respective session(s).

11. Public Holidays: The Great Out-tours staff observe UK public holidays. Activity sessions will not be conducted on such days & accordingly programme participants will not be billed.

12. Participant medication: Any medication that participants need to take during the course of an activity session, must be declared/discussed with the instructor prior to programme commencement. If required medication necessitates refrigeration, it is the programme participant's responsibility to bring along suitable cool storage.

13. Tools for all activities: The Great Out-tours provides all tools for session practical works. Participants are given comprehensive training in tool handling/use & after use care prior to related activity. If tools are broken during session due to malicious/reckless handling/treatment (outside of the training guidelines), The Great Out-tours reserves the right to invoice the programme participant or care organisation for tool repair or replacement.

14. Payment terms: Monthly by return, upon receipt of invoice.
The form of payment is via BACS transfer.

I/We have read & understand the Terms & Conditions applicable to The Great Out-tours Four Seasons 'Half Day' Activity Programme.

Tick:

Name of Four Seasons Activity Programme participant:

Signed: Relationship to participant:

Date:

Please return this completed/signed document via post/hand to:

John Brooksbank, The Great Out-tours Limited, Woodside Environmental Education Centre, Little London Road, Horam, East Sussex TN21 0BL