

SARAH BROWN GLASS

Terms and Conditions for Classes

1. Introduction and interpretation

1.1 These terms and conditions ("Terms") apply to all courses provided by Sarah Brown Glass ("we" "us" or "our" "Sarah").

1.2 In these Terms, the following expressions have the following meanings:

"Booking" means your request for a place on the course, made via submitting your order via Eventbrite, email, phone call or booking in person and securing with payment.

"Course" or "Class" means the class set out on the Website in the course information section or synopsis set out on Eventbrite or leaflet.

"Event Outside Our Control" means an event or circumstances beyond our reasonable control, including extreme adverse weather conditions, power failure, loss of internet or poor connectivity, urgent or necessary maintenance that may arise from time to time, technical problems, strikes, and acts of god;

"Fees" means the tuition fees and administration fees payable by you in relation to the Course;

"Services" means the teaching services and related teaching materials that we will provide in relation to the Course;

"Website" means www.s-brown.co.uk

1.3 Where examples are given in these Terms by using words or phrases such as "including" or "for example" this will not restrict the meaning of the general related words.

2. About and Contact Details:

Sarah Brown is a self employed glass artist and works from her studio in Tewkesbury. Classes are held at the studio and run by Sarah unless otherwise stated.

You can contact Sarah via email: sarah@s-brown.co.uk or phone: 07920574358

3. Bookings:

3.1 By booking onto one of Sarah Brown's Glass Fusing Classes you are securing your place on the course via the payment of the full course fee. Once booked onto the class you are unable to cancel your space for a refund but should you discover you are unable to attend the date booked and it is more than 4 weeks prior to the class start date you will be able to request a transfer to a different

date. You will be entitled to one change of date free of charge, however should you need to change the date again this will incur an admin charge of £10. The ability to change dates is solely at the discretion of Sarah Brown.

3.2 At the point of Confirmation, a contract will come into existence between us and you (the "Contract"). The Contract will continue until the completion of the Course, unless it is cancelled earlier in accordance with these Terms.

3.3 Confirmation will not be given until full payment for the course has been made.

3.4 Non Attendance - Non-attendance at classes does not entitle you to refunds, extra tuition or a transfer.

4. Your Obligations:

4.1 By booking you agree to:

1. the booking terms and conditions
2. When attending a class you must wear close toe flat shoes, for example: trainers, tie long hair back and remove scarves. Failure to do so will result in you not being able to participate in the class and you will not receive a refund.
3. the health and safety rules that will be notified prior and during the class. Failure to sign a health and safety form at the start of the class will result in you not being able to participate in the class and you will not receive a refund.

4.2 Minimum Age Requirement – Courses are suitable for anyone over the age of 14, however under 18's must be accompanied by a responsible adult.

6. Services

6.1 We will use our reasonable endeavours to ensure that the Services meet the description set out at the point of booking.

6.2 Basic materials and tools will be provided unless otherwise stated. Additional materials can be purchased at the class.

5. Sarah's cancellation rights:

5.1 Cancellation of Classes - As Sarah is a working artist there is on occasion the need to cancel a class booking to accommodate an exhibition or large commission that is confirmed after the class has been planned. Sarah will ensure she gives you the most amount of notice possible due to a change of class time or date. Should this happen you will be offered an alternative date or the option to move to another class. If neither of these options are suitable you will be refunded. Sarah will not be responsible for any additional costs incurred due to the cancellation. For example: pre-booked travel or accommodation.

5.2 Postponement of Classes - If a class is postponed for reasons for which we are responsible, including illness, we will make every reasonable effort to reschedule the class or to add the missed hours on to the remaining course classes. We apologise for this inconvenience.

5.3 Events Outside our control – Should a class be cancelled or postponed due to events outside our control Sarah is not responsible.

6. Data protection

6.1 We will use the personal information you provide to us to:

1. Provide the Services;
2. Process your payment for the Fees; and
3. Inform you about similar products or services that we provide, but you may ask us at any time to stop using your information in this way.

6.2 We will not give your personal data to any third party.