

Enrolment Form

Surname:	
Forename(s):	
Mr/Mrs/Miss/Title:	
Home Phone Number:	
Mobile Number:	
Address:	
Date of Birth:	
Email Address:	
How Did You Hear of Us?	
Course Dates:	
Next of Kin: Emergency Contact Number: Email Address:	
Any dietary, physical or religious factors which affect your course (eg: allergies):	
Previous Cookery Courses or Qualifications:	

Single Room

Shared Twin

I have read and accept the terms and conditions of enrolment and accommodation

Signed:	
Date:	

Terms and Conditions

ENROLMENTS

Enrolment for residential courses at Food of Course (the 'School') is restricted to students of 17 years of age and over. Upon enrolment, a deposit is payable and shall be deemed as non-refundable, except in event of a cancellation by us as outlined below in paragraph 3, 'Cancellation by Us'. The remaining balance of the course fee must be paid no less than six weeks prior to the commencement of the course. If the balance is not received by this deadline, the School reserves to right to release the allocated place on the course.

CANCELLATION BY YOU

Should you wish to withdraw your place on the course, you must apply in writing to the School. Please note that unless you receive written confirmation of the acceptance of your cancellation you should not consider the cancellation accepted.

For cancellation requests received 6 weeks or more prior to the start of the course, you shall be entitled to a full refund of monies paid, less the deposit which is non-refundable. Should you wish to transfer you place to a future course, subject to availability, a full credit shall be granted. Please note that the ability to transfer a booking remains solely at the discretion of the School.

Should you wish to cancel within six weeks prior to the commencement of the booked course, you will be responsible for payment of the full fees as quoted. It is recommended that you seek insurance should cancellation be necessary for reasons other than voluntary withdrawal outside the student's control, such as illness or bereavement or travel disruption.

Withdrawal from the course after the commencement date shall be considered a voluntary cancellation under any circumstance. No refunds are possible once the course has started.

Should cancellation be necessary under any circumstances, please contact the School at the earliest opportunity.

CANCELLATION BY US

The School retains the right to cancel any course at any time subject to the repayment of all monies received in respect of the course, or the proportion of the course which has had to be cancelled.

Our courses require a minimum number of bookings to run. In the event that there are insufficient numbers to run a course you will be notified at least six weeks prior to the commencement date and offered either a full refund or full credit to undertake the course at another suitable date.

In the unlikely event of cancellation of a course by ourselves for reasons not considered 'Force Majeure' as defined below, the School shall undertake to offer full credit to undertake the course at an alternative date, or a full refund of monies paid in respect to the course.

Under any cancellation circumstances, regardless of cause or nature, neither the School, nor the proprietors may be held liable for any third-party costs incurred such as travel or accommodation bookings.

FORCE MAJEURE

Should the School be forced to close due to circumstances reasonably considered outside of our control including but not limited to, fire, flood, drought, earthquake, windstorm, explosion or other natural disaster; pandemic or epidemic; war; acts of terrorism; civil emergency (whether an emergency be declared or not); adverse weather conditions; under order of any government or public or local authority; labour dispute including, but not limited to, strikes, industrial action, lockouts or boycott, students will be offered a course credit to the value of the element of the course that has to be cancelled.

Such credit will be valid for a period of 12 months from the originally allocated commencement date of the booked course.

PAYMENT

All payments must be received in sterling (GBP). Account details for payment may be found on your invoice. Please note the School shall not be liable for any banking or foreign currency exchange fees.

PROPERTY & LIABILITY

All property which you bring to Middle Farm House and the School is brought entirely at your own risk and the proprietors cannot accept any responsibility for any loss or damage to the property of any students, nor do they accept any personal liability to any student, except such as is imposed by statute. During a course, and when you are not on the property, the School shall not accept responsibility for any illness or injury incurred.

STANDARDS & CONDUCT

All students must conduct themselves in accordance with standards as may be considered reasonable and well mannered. All students shall be given a brief upon arrival of course structure and standards of behaviour expected. Should a student be guilty of unreasonable or improper conduct, the proprietors reserve the right to dismiss that student. In these circumstances, there shall be no reimbursements of any monies or fees paid.

HEALTH AND SAFETY

A brief is given to all students on arrival at the School on all aspects of health and safety. Students are always required to abide by these guidelines during the course.

Smoking is only permitted in designated areas and is not permitted anywhere inside the buildings.

Long trousers and practical shoes (e.g. low heeled and covered toes) must always be worn during the day in the kitchen or teaching areas.

You are required to disclose any pre-existing medical conditions that may affect you during your stay with us. Any such details shall be held securely under strictest confidence.

ALLERGIES

We cook with a wide variety of ingredients in the kitchen and cannot guarantee that the students will not be exposed to allergens which may cause reactions or any sort.

COURSE FEES & DATES

Course fees and dates are quoted at the time of going to print and we reserve the right to make alterations as and when desired, necessary or relevant. Students will be notified of any changes at the earliest opportunity.

REFERENCES & CERTIFICATION

Letters of reference and recommendation may be provided on the successful completion of the course, should the student's conduct, achievements and hard work show them to be sufficiently competent to use their training in a future career.

Attendance certificates are awarded to all students at the end of each course.

DATA PROTECTION & GDPR

Any data including Personal Identifiable Information (PII) or other information about a student collected by the School during the enrolment process or the course itself shall be treated as confidential.

Any such data shall be retained securely and if required processed in accordance with General Data Protection Regulation (GDPR) legislation. More information on these standards may found through the Information Commissioner (ico.org.uk).

REQUESTS

Unless you receive written acknowledgement of any request, including withdrawal or cancellation, your request cannot be considered received.