

Moorland Discovery Centre

The Moorland Discovery centre is run in partnership between the National Trust and the Peak District National Park Authority. Programmes may be delivered by staff from either organisation.

All activities are fully risk assessed - our leaders are trained to a high standard and Criminal Records Bureau/Disclosure and Barring (CRB/DBS) checked.

We hold the Learning Outside the Classroom quality badge, certificate number R2QB103464

Please visit our website for more information on health and safety:

<http://www.peakdistrict.gov.uk/learning-about/education>

Terms and Conditions of Booking – Day Visits

Confirmation

- The Moorland Discovery Centre requires signed confirmation booking form(s) (either by email or by post) within 2 weeks of sending the information to the customer
- On receipt of the form the Moorland Discovery Centre will confirm the booking i.e. maintain that booking for the customer for as long as they require it
- If the confirmation is not received within the stated 2 weeks, then the Moorland Discovery Centre may cancel the provisional booking.

Fees

The fees will be invoiced after the event, by the National Trust and must be paid within 30 days of the visit.

The fees will be invoiced after the event and be determined by either;

1. The total number of students stated on the confirmation booking form, or
2. The actual number of students attending if greater

For the avoidance of doubt, no reduction will be made if the actual number of students attending is less than the number stated on the confirmation booking form.

Cancellations

Cancellations will only be accepted in writing

Cancellation of a visit will result in the following fees being retained (if already paid) or owed:

- Less than 1 week before the visit 50% of the full fees based on the total number of students stated on the confirmation of booking form
- Failure to arrive for the visit 100% of the full fees based on the total number of students stated on the confirmation of booking form.
- Leave partway through the visits 100% of the full fees based on the total number of students stated on the confirmation of booking form or, if greater, the actual number of students attending.
- No written notification received 100% of the full fees based on the total number of students stated on the confirmation of booking form

Transfers

Any transfer undertaken by Moorland Discovery Centre at the request of the customer will be confirmed to the customer in writing.

Information

- The National Trust and Peak District National Park Authority Trust each hold public liability insurance,
- The school/carer/ group leader remains legally responsible for the group while on the organised visit,
- The National Trust as the owner of the Moorland Discovery Centre building and the Longshaw Estate have the right to be compensated for any injury or damage that any group might cause during the visit,
- Each group should have insurance in place to meet your own legal liabilities i.e. covered by public liability insurance for the period of the visit with an indemnity limit of at least £5,000,000.
- **Home school or community groups** where young people are part of the visiting group. A parent must stay with their children during the course of the visits. Where groups have the correct public liability insurance and have arranged 'Loco Parentis' prior to the visit, including having medical information for the young people and emergency contact information for their parents/carers, young people may be left with supervising adults

The Moorland Discovery Centre, in its absolute discretion, may decide not to enforce one or more of the terms or conditions of this agreement in which case this shall not be a waiver of them or of the right at any time to subsequently enforce all the terms and conditions of this agreement.

Signing the Confirmation Booking Form is an acceptance of having read and agreed to these Terms and Conditions.