



## **General Terms and Conditions for Delegates**

### **Overview**

The General Terms and conditions set out below apply to all course bookings.

The following definitions apply:

**Delegate:** means the person named as the course attendee at the point of booking or any mutually agreed substitute.

**Training Session:** means any individual course booking that you sign up for.

**You:** means the course Delegate or as the context may require, any third party who the Delegate represents such as an employer or agency.

### **Manner of provision of Training**

We will provide our services to you acting with all reasonable skill and care, and in full compliance with relevant established current professional standards.

### **Right of substitution**

Bricks for Autism may provide a substitute in place of the advertised Tutor, to deliver any particular training session.

### **Payment terms**

Delegates may not attend a course or take part in an online course unless advance payment has been received by Bricks for Autism.

### **Confidentiality and GDPR compliance**

Bricks for Autism is committed to protecting the personal information of its Delegates and we are committed to compliance with our obligations under the GDPR. A full copy of our Privacy policy can be accessed on our website.

## **Insurance and Liability**

Bricks for Autism maintains full and comprehensive commercial general liability insurance cover in respect of the provision of its Training Services.

## **Online Courses**

Use of online courses requires one or more compatible devices and Internet access, and may require obtaining updates or upgrades from time to time.

## **Cancellation of Training Session by You**

If you cancel a Training Session, then the following cancellation charges will apply:

- Cancellation 4 calendar months or more before the Training Session Date – no charge.
- Cancellation 2-4 calendar months before the Training Session Date – 50% of the Training Charge is payable.
- Cancellation <2 calendar months before the Training Session Date – 100% of the Training Charge is payable.

Alternatively Bricks for Autism may at its absolute discretion agree to postpone your booking to a mutually convenient future date but it is not obliged to do so. You may send an alternative suitably qualified delegate to the Training Session in your place provided advance notification is given in writing.

## **Cancellation of Training Session by Bricks for Autism**

Occasionally Bricks for Autism may need to make changes to your scheduled Training Session. Bricks for Autism will endeavour to provide as much notice as possible of any such changes.

If a Training Session is cancelled by Bricks for Autism, then the parties may either mutually agree an alternative date for the Training Session to take place or alternatively you will be refunded in full any Training Charge that has been paid by you to Bricks for Autism in advance in respect of such Training Session. If a course is cancelled by Bricks for Autism there is no entitlement on the part of the Delegate to recover any travel or accommodation costs.

Without liability, Bricks for Autism is entitled to cancel or postpone provision of forthcoming training services in the event of there being any overdue invoice owed to it by a Delegate.