

Terms and Conditions

Confirmation

Your child's place on a LittleMasters course can be reserved by email, over the telephone or in person. It will be secure once full payment has been received. If payment for a place has not been received, 24 hours prior to the commencement of the first class, then the place or places will be offered to another party.

Booking

Responsibility for the details of bookings and payment lies with the person making the initial booking. Places are allocated on a strictly first come first served basis. If the LittleMasters course you require is fully booked, you will be placed on a waiting list. In the event of a space becoming available, LittleMasters will contact you. If for any reason, a participant withdraws from a LittleMasters course after being accepted, LittleMasters reserves the right to withhold the full course fee. This also applies to sickness.

Personal Property

All personal property is the participants' responsibility, unless loss or damage is proven to be due to LittleMasters's negligence. Expensive and/or treasured items should not be brought into the art class. Suitable clothing should always be worn as acrylic paints are difficult to remove from clothing.

Meals and Snacks

Where necessary, participants will be advised to bring their own water-based drinks and snacks into the art class with their name clearly labelled. Please note that LittleMasters is a NUT-FREE ZONE and any nut based products brought onto the premises will be confiscated and returned to parents at the end of the day.

Programme Changes

LittleMasters reserves the right to change course specifications wherever necessary. A full refund will be provided in the unlikely event of the course being cancelled.

Insurance

All participants are covered by Public Liability Insurance whilst at LittleMasters, however, LittleMasters can not be held responsible for any act, omission or loss or damage unless proven to be caused by LittleMaster's negligence. Our provider is and we are covered to teach up to 30 children. Our policy number is:

First Aid

There will always be at least one Certified Appointed First Aider on each course. In the event of an accident, first aid will be administered to participants in our care and if necessary, the emergency services will be called.

Arrival & Departure

Each participant will be registered in at the start of the day and signed out at the end of each session. It is the responsibility of parents to ensure they always comply with these procedures.

Photography

During LittleMaster's courses, photographs may be taken of participants during class activities. These images may be used for publicity purposes in an image, on our website, or in printed publications.

LittleMasters Equal Opportunities

We consider language, behaviour or action that is designed to be offensive or creates discrimination to any user of the Service or member of staff, unacceptable and will not be tolerated. If any behaviour at LittleMasters is considered inappropriate, the offending pupil or pupils will be given a clear warning. If the behaviour persists, the child or children will be seated at another table. If a pupil continues to ignore the teacher and is considered to be affecting the equilibrium of the whole class, then a parent will be called and the pupil asked to leave.

Data Protection

We may use details to contact you with future information. Please advise LittleMasters at any stage if you do not wish to be included in our mailing list.

Feedback

LittleMasters endeavours to satisfy all our valued participants. If you have any concerns or suggestions please tell us and we will make every effort to rectify matters.

OFSTED

As an after school and holiday club focusing on only just one activity, we are exempt from OFSTED registration.