

PART 2 — TERMS & CONDITIONS

To ensure a fun and safe experience for everyone involved in Enviro Kids Bush School, please read the following terms and conditions carefully.

Participant Requirements

- Please aim to arrive 10–15 minutes before the session starts. If running late or unable to attend, contact your instructor as soon as possible.
- Footwear: Sturdy, closed-toe shoes at all times. No jandals, Crocs, sandals, or open-toe footwear.
- Wet weather gear is required at every session. Sessions run in all weather conditions except extreme weather. Please ensure your child has a rain jacket, warm layer, and hat or beanie at every session.
- Please pack a lunch, snacks, and a water bottle for your child.
- Medical & emotional conditions: You must declare any medical, emotional, or behavioural conditions your child may have. This information is essential for their safety and wellbeing.

Code of Conduct & Safety

- All participants are expected to follow instructions and treat instructors, peers, and equipment with respect. Repeated disruptive, unsafe, or disrespectful behaviour may result in removal from the programme without refund.
- AOEC reserves the right to deny access to or remove any child who fails to follow safety instructions or comply with these terms. This is at the discretion of the lead instructor and AOEC management.

Booking & Payment

1. Confirmation: Places are confirmed once AOEC has assessed the application and received payment in full. Submitting an application does not constitute a confirmed place.
2. Minimum numbers: If the minimum number of participants is not met, AOEC reserves the right to cancel the programme. Families will be notified as soon as possible and fees will be refunded in full.
3. Missed sessions: Regular attendance is essential. Places may be offered to children on the waiting list if sessions are missed consistently. See Attendance & Participation Policy (Part 3) for details.
4. Programme changes: Occasionally, programme changes may occur due to health and safety considerations. AOEC will provide reasonable notice of any such changes.

Weather Policy

- Sessions run in all weather conditions, including light rain and wind.
- We will only cancel a session in the event of extreme weather where the lead instructor or AOEC management determines it is unsafe to proceed.
- Wet weather gear — rain jacket, warm layer, and hat — is required at every session.
- If a session is cancelled due to extreme weather, it will be rescheduled to the end of the term.

Refund Policy

- Term fees are non-refundable once a place has been confirmed and the term has commenced.
- No refunds will be given for individual missed sessions, regardless of reason.
- A refund will only be issued in the following exceptional circumstances:
 - AOEC cancels the programme due to insufficient numbers (full refund), or
 - AOEC is unable to continue the programme due to loss of staff or other circumstances beyond its control (pro-rated refund for remaining sessions).
- No refunds will be given for removal from the programme due to behaviour or non-compliance with these terms.

By ticking the declaration in Part 1, you confirm that you have read, understood, and agreed to these Terms & Conditions.

PART 3 — ATTENDANCE & PARTICIPATION POLICY

Purpose

Enviro Kids Bush School operates with limited spaces. This policy ensures fair access for all children and supports a consistent, high-quality experience for every participant.

Enrolment Commitment

- Enrolment is for the full 8-session term.
- A place in the programme requires a commitment to regular attendance across all sessions.

Attendance Expectations

- Children are expected to attend all sessions where possible.
- Absences should be communicated in advance where practicable. This allows us to invite children from the waiting list to participate on a casual basis.
- Regular attendance supports group cohesion and programme continuity.

Non-Attendance

- If a child misses more than 2 sessions per term, their place may be reviewed.
- Ongoing or repeated absences may result in:
 - the place being offered to another child on the waiting list, or
 - a move to the casual attendance option (space permitting).

Casual Attendance Option

- Available for families who require greater flexibility.
- Attendance is not guaranteed each week and is offered subject to availability.
- Casual attendance is charged at a higher per-session rate.

Fees & Payment

- Term fees are payable in full prior to the start of the term.
- A child's place is only confirmed once payment has been received.
- If payment is not received by the due date, the place may be offered to another child on the waiting list.

Our Commitment

We aim to make this programme accessible to children who will benefit most from it. Regular attendance and confirmed enrolments help ensure:

- fair access for families on the waiting list
- a positive and consistent group experience for all children
- responsible management of the programme

By ticking the declaration in Part 1, you confirm that you have read and understood this Attendance & Participation Policy.

PART 4 — RISK DISCLOSURE

Understanding the Risks

I/We accept that the activities in the AOEC Enviro Kids Bush School programme inherently involve risks and potential hazards.

I/We are aware that participating in these activities can be hazardous if not conducted with care, control and responsibility. We acknowledge that these risks could result in injury (physical or mental) or even death.

Medication & Health Conditions

- I/We have informed AOEC (via this enrolment form) of any medical conditions, allergies, previous injuries and any medication participating children are currently taking which may affect their ability to undertake activities.
- I/We confirm that participating children are physically fit and able to participate in the activities, and have not been advised otherwise by a qualified medical person.
- I/We consent that participating children can receive any medical treatment that may be deemed necessary by AOEC in the event of injury, accident or illness while undertaking instructor-led activities.
- I/We understand it is our responsibility to disclose any conditions (health or otherwise) that may affect the safety and enjoyment of any participants.

Conditions of Participation

- I/We agree to obey the rules set out by AOEC and instructions given by the AOEC instructor or any other AOEC staff at all times.
- I/We accept that if anyone does not adhere to instructions and rules, or acts dangerously, recklessly, or in a way that might endanger others, AOEC may remove that person from the activity and may not allow them to participate in any further activities.
- I/We accept that AOEC reserves the right to cancel any activity if it becomes concerned for anyone's safety.
- I/We agree to ensure participating children wear appropriate clothing and all required safety clothing and equipment as directed by the AOEC instructor.

Damage to Property or Equipment

- In the event that we damage any equipment or property owned by AOEC, we agree to pay AOEC all costs associated with repairing that damage.

Limited Liability of AOEC

- I/We understand that if anyone acts recklessly or intentionally, and does not follow the rules or instructions set out by AOEC and the AOEC instructor, AOEC will not be held responsible for any injury, damage or loss caused to individuals or their property resulting from that person's action (or lack of action).

Liability of Landowner / Department of Conservation

- I/We agree that the Department of Conservation land on which some activities are conducted will not be held responsible for any death, injury, misadventure, damage to, or loss of property caused in whole or in part by these activities.

Photo & Media Use

- AOEC may use photographs and videos of participants taken during sessions for promotional, funder reporting, and social media purposes, in accordance with the photo consent selected in Part 1 of this form.

Sign-Off

By ticking the declaration in Part 1, I/We confirm that:

1. I/We accept there are inherent risks and hazards associated with participating in these activities, and I/We understand what these risks are — including serious harm and death.
2. I/We confirm that all participating children are physically and mentally fit to participate, and there is nothing we are aware of that will affect their ability to safely participate or impact the safety of other participants.
3. I/We wish to proceed with the activities at our own risk.