**Terms & Conditions – Pool Lifeguard course**

**Prerequisites**

All candidates must meet the prerequisites for the course. These will be checked at the start of every course.

Prerequisites for this course are:

1. Must be 16 years of age or older on the final day of the course.
2. Able to jump or dive into deep water.
3. Able to swim 50 metres in less than 60 seconds for their assessment.
4. Be able to swim 100 metres on their front and 100 metres on their back competently.
5. Able to tread water for 30 seconds.
6. Able to surface dive to the floor of the pool (deep end) - usually 1.8-3m depending on pool.
7. Able to climb out of the pool unaided (without use of steps).
8. Confident and not afraid of water, getting their face wet or being submerged.

Prior to booking onto a course potential candidates must evidence they can fulfil requirements 1, 6, 7 plus swim 50m ‘confidently’. They can do this by swimming 50m in less than 1 minute 10 seconds. These will need to be evidenced before being able to book onto a course.

Candidates must be able to attend all the required days of the course (and all sessions). Failure to attend all sessions may result in the candidate being withdrawn from the course without refund.

It is the responsibility of the candidates to ensure that they are familiar with and can meet the prerequisites they must satisfy to attend the course.

By booking the course, the candidate confirms that they can meet these requirements.

**Payment**

Full payment must be made prior to the commencement of the course. Payments can be paid online or via our contact centre. Details will be included in the course advertisement.

**Acceptance of Enrolment**

Bookings will be accepted by DCLT (Doncaster Culture & Leisure Trust) provided that all prerequisites are satisfied, and it is accompanied by the course fee.

**Cancellations**

If candidates need to cancel their place on the course:

* Cancellations received with more than 4 weeks’ notice will be refunded in full.
* Cancellations between 1-4 weeks’ notice prior to the start date of the course will receive a 50% refund.
* Cancellations within less than 1 week notice prior to the start of the course, no shows on the day of the training or withdrawal from the course will not receive a refund.
* Substitutes can be nominated in place of the original candidate if the substitute candidate meets the prerequisites for the course. This must be done at least 5 working days (Monday to Friday) prior to the course start date; the course fees will then be transferred.
* If a candidate is ill prior to course and cannot attend, DCLT will consider moving the booking to a later course on receipt of suitable evidence.

In the unlikely situation that a DCLT course is cancelled we will offer all candidates an alternative date or a full refund. If this does happen, DCLT will endeavour to give all those concerned as much notice as possible but will not be held responsible for consequential losses.

**Attendance**

Full attendance is required for all DCLT courses, In the instance of any lateness or absences, the course trainer must be advised asap and failure to attend may impact on assessment and certification, in such cases the course fee remains payable.

**ID Verification**

Photographic proof of ID is required to be shown to the course trainer on registration