

Booking Form 2020

Section One: Personal Details

Student Details

First name		Family name	
Date of birth		Gender	
Nationality		First language	
Passport No.		Mobile phone	
Email			

Parent/Guardian Details

First name		Family name	
Title		Country	
Address			
Home phone		Mobile phone	
Email			

Emergency Contact

First name		Family name	
Relationship to student		Phone	

Additional Student Information

Is this your first time at Bucksmore?	Yes		No	
Student's English language level?	Beginner (A1)		Elementary (A2)	
	Intermediate (B1)		Upper-Intermediate (B2)	
	Advanced (C1)		Proficient/Native (C2)	
How did you hear about Bucksmore?				
If non-EU, visa letters to be sent by email scan, regular mail or courier?	Email scan		Regular mail	
	Courier			
Are you interested in home tuition before or after your summer course?	Yes		No	
	<i>If you tick 'YES', Bucksmore Homelingua will contact you using the email address provided above regarding home tuition options. For more information, please visit www.homelingua.com/junior</i>			

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Section Two: Course Selection

Location	Course	Age Range	Week 1 23 June -30 June	Week 2 30 June- 07 July	Week 3 07 July -14 July	Week 4 14 July -21 July	Week 5 21 July -28 July	Week 6 28 July -04 Aug	Week 7 04 Aug -11 Aug
English Foundation									
Bucksmore Summer									
King Edward's School	Bucksmore Summer Junior	10-13							
Plumpton College	Bucksmore Summer Junior	10-13							
	Bucksmore Summer	13-16							
English 'Plus'									
King Edward's School	Art Experience	10-13							
	STEM Experience								
	Coding*						/		
Plumpton College	STEM Experience	13-16					/		
	Coding*				/				
	Animal Care*				/				
	Adventure*				/				
Intensive English									
King's College London	Bucksmore London*	13-16				/			
St Hilda's College, Oxford	Bucksmore Oxford								
Fitzwilliam College, Cambridge	Bucksmore Cambridge*						/		
British Heritage Tour									
Tour of the UK	British Heritage Tour*	13-16							
Academic Enrichment									
Boarding School Experience									
King Edward's School	Boarding School Experience	10-13							
Young Professionals									
Tonbridge School	Art & Design	13-16 / 16-18							
	Business	13-16 / 16-18							
	Forensic Science & Criminology	13-16 / 16-18							
	International Relations & Law	13-16 / 16-18							
	Performing Arts	13-16 / 16-18							
d'Overbroeck's	Business	13-16 / 16-18							
	Computer Science	13-16 / 16-18							
	Engineering	13-16 / 16-18							
	Media & Communications	13-16 / 16-18							
	Medicine	13-16 / 16-18							
Léman Manhattan	Business	13-16 / 16-18							
	Fashion & Design	13-16 / 16-18							
	International Relations & Law	13-16 / 16-18							
	Medicine	13-16 / 16-18							
Young Leaders									
Wadham College, Oxford	Young Leaders	13-16 / 16-18							
University Experience									
Advanced Studies Program									
King's College London	London Advanced Studies Program	13-16		Session 1: 30 June - 14 July		Session 2: 14 July - 28 July			
Brasenose College, Oxford	Oxford Advanced Studies Program	16-18		Session 1: 28 June - 11 July		Session 2: 12 July - 25 July		Session 3: 26 July - 08 August	
Magdalene College, Cambridge	Cambridge Advanced Studies Program	16-18		Session 1: 05 July - 18 July		Session 2: 19 July - 01 August			
Oxbridge Preparation									
St Edmund Hall, Oxford	Oxbridge Preparation	16-18		Session 1: 28 June - 11 July		Session 2: 12 July - 25 July			
Optional Extras									
	King Edward's School	Number of Weeks	Plumpton College				Number of Weeks		
Active English (2x1.5-hour sessions)									
Horse Riding (2x1-hour sessions)									

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Section Three: Medical Information

Student Medical Information

IMPORTANT: Please ensure that the medical form is completed accurately and in detail to enable us to provide the highest level of care for your child/student.

If you become aware of any issues (for example a mental health condition, medication being taken an allergy or any other) after you have sent in the application form it is your responsibility to tell us immediately. If students arrive with health (or mental health) conditions and we have not been fully informed of these it may affect our ability to properly look after them, and in some cases this may mean we are not able to accept them onto a course.

If necessary please send additional details to info@bucksmore.com.

DOES THE STUDENT HAVE ANY OF THE FOLLOWING?

PHYSICAL DISABILITIES?	YES	NO	ASTHMA?	YES	NO
LEARNING DISABILITIES OR DIFFICULTIES?	YES	NO	EPILEPSY?	YES	NO
ANY SPECIAL REQUIREMENTS OR NEEDS?	YES	NO	DIABETES?	YES	NO
ANY MENTAL HEALTH ISSUES?	YES	NO	OTHER?	YES	NO

IF YOU ANSWERED YES TO ANY OF THE ABOVE, PLEASE GIVE DETAILS:

DOES THE STUDENT HAVE ANY ALLERGIES? YES NO

E.G. Medicine, animals, etc.

ANY DIETARY REQUIREMENTS? YES NO

E.G. Eating disorders, intolerance to certain foods, etc.

IF YOU ANSWERED YES TO ANY OF THE ABOVE, PLEASE GIVE DETAILS:

IS THE STUDENT TAKING ANY MEDICATION? YES NO

ANY SPECIAL MEDICAL NEEDS? YES NO

IS THERE ANYTHING ELSE WE SHOULD KNOW ABOUT? YES NO

E.G. Emotional or behavioural conditions, motion sickness, homesickness, fears or phobias, etc.

IF YOU ANSWERED YES TO ANY OF THE ABOVE, PLEASE GIVE DETAILS:

I CONSENT FOR THE STUDENT TO BE GIVEN THE FOLLOWING IF NECESSARY:

PARACETAMOL	YES	NO	ANTISEPTIC CREAM	YES	NO
IBUPROFEN	YES	NO	SUN CREAM	YES	NO

Email: info@bucksmore.com Tel: +44 (0)208 312 8060
259 Greenwich High Road, London, SE10 8NB, United Kingdom

bucksmore.com



Accredited by the



for the teaching
of English in the UK



ALTO Association of
Language Travel
Organisations

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Section Four: Conditions of Acceptance

Arrivals and departures (UK)

All students arriving and departing on the designated days between 10:00 and 20:00 at Heathrow or Gatwick airport will be entitled to a free transfer service, including a personal meet and greet from Bucksmore staff upon arrival.

Students studying in Cambridge are also entitled to this service if arriving at Stansted airport or St Pancras International railway station. London based courses are also entitled to this service if arriving at London City Airport, or St Pancras International railway station.

On departure days, a Bucksmore representative will take students to the check-in desk and ensure they are checked in and sent through security. Bucksmore will also arrange transport for students transferring between centres free of charge.

Students arriving or departing at any other airport or outside of the hours of 10:00 and 20:00 will be charged a supplementary transfer fee and will travel by private taxi (if requesting a private transfer). Please see the Transfer Information 2020 document supplied alongside this booking form for prices and details.

After receiving a booking confirmation, please download and complete our Airport Transfer Request Form as soon as you know your flight details, and return it to Head Office at least four weeks before arriving.

If you are making your own arrangements to arrive at the centre directly, please let Head Office know your arrival details in advance so we can inform the Centre Manager.

No refunds can be issued for students not using the complimentary Bucksmore transfer service.

Arrivals and departures (USA)

Bucksmore offer a free airport transfer service only on the designated arrival and departure days at pre-advertised set time intervals.

The free airport transfer is available from/to Newark Liberty International Airport and John F. Kennedy Airport. If arriving at an airport other than those designated, or at a time other than those designated, a surcharge will apply if a transfer is required.

Cancellation Policy

Cancellations must be made in writing to Bucksmore Head Office. Once booking confirmation has been received, the following cancellation fees will apply:

- 30 days or more prior to arrival - 25% of total fees
- 7-29 days prior to arrival - 50% of total fees
- 0-6 days or more prior to arrival - 100% of total fees

In case of visa refusal, all fees will be refunded minus an administration fee of £100. Please send evidence of refusal to Head Office to claim this refund.

Damage and lost keys

Bucksmore will pass on any charges for damage caused to college property by students. Students will also be liable for any fees incurred for lost or damaged keys. This fee can be paid directly to the host college by students before a replacement is issued.

Personal belongings

Bucksmore Education is not liable for any loss or damage of personal belongings during the student's stay.

Student behaviour

Bucksmore Education reserves the right to remove any student from a centre if their behaviour is deemed to be against the best interests of the program. Bucksmore Education will not be liable for any resulting costs.

Insurance

Insurance is included in our course fees. Full terms and conditions of the cover provided by Endsleigh Insurance are available upon request. Our insurance covers medical and cancellation fees.

Payment

In order to secure the booking, a £500 deposit must be sent within one week of receiving the booking confirmation documents from Bucksmore. Full payment is required not less than 8 weeks before arrival. Payment will be expected by return for bookings made within 8 weeks of arrival. Students whose fees have not been paid in full will not be permitted to join their programme with Bucksmore.

Acceptable means of payment include:

- Bank Transfer
- Credit card (Visa/Mastercard)

When arranging a bank transfer please ensure your bank clearly shows your name, the student's name and the Bucksmore invoice number on the transfer advice, and return the Payment Advice form to Head Office.

Please also ensure that the full invoiced amount is transferred (without the deduction of bank charges).

Making a booking

Complete all sections of this booking form, sign and return it to Bucksmore Head Office by:

- Email: info@bucksmore.com
- Mail: 259 Greenwich High Road, London, SE10 8NB, UK

Wait to receive booking confirmation before booking flight tickets.

To enquire about availability, please visit our website bucksmore.com or call us with any questions on +44 (0) 208 312 8060.

Privacy Policy

Bucksmore Education is a part of Oxford International Education Group. We are committed to keeping your data safe and respecting your privacy. If you would like further information on how your personal information is managed please take a look at our Privacy Policy here:

oxfordinternational.com/about-oxford-international/privacy-policy/

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Section Five: Consent

Photography and Videography consent

Bucksmore Education would like to use images and videos taken at the centre for publicity material during and after the summer.

Can we use images of the child you are enrolling for this purpose?

I consent	<input type="checkbox"/>
I do not consent	<input type="checkbox"/>

If you change your mind, you can withdraw your consent at any time by sending an email to info@bucksmore.com.

Booking consent

- Further details for payment methods will be sent out to you with the booking confirmation.
- By returning this form I agree to the terms as laid down in both the above booking information and the Terms & Conditions document that can be downloaded from our website (bucksmore.com/downloads).
- In case of illness or injury to the child, as the legal guardian, I hereby grant permission to Bucksmore & its agents to authorise any medical treatment advised by the attending medical consultant and I undertake to pay for any such treatment not covered by insurance.
- I understand that Bucksmore Education are not liable for any loss or damage of personal belongings during the above named student's stay.
- I understand that all fees and expenses must be settled prior to the start of the course and that failure to comply may result in the booking being cancelled.

Signed

Date

Print name

Relationship

(e.g. Parent/
Guardian)