

Residential Academic Summer Course Application Pack

Application Form 2024

Please complete both pages of this form, the Health, Learning and Wellbeing Questionnaire and the Consent Form and return them to info@ethertoneducation.com along with a good quality colour copy of the student's passport.

Pre-A-Level/Pre-IB Course for Students aged 15 – 17 Years (maximum age 17 as on 01 September 2024):

Wellington School: Dates for 2024	Weeks	Course Fee GBP	Course Code	Please Tick
Sunday 07 July – Sunday 01 September 2024	8	£10,888	A8	
Sunday 21 July – Sunday 01 September 2024	6	£8,888	A6	
Sunday 07 July – Sunday 04 August 2024	4	£6,188	A4A	
Sunday 04 August – Sunday 01 September 2024	4	£6,188	A4B	
Sunday 07 July – Sunday 21 July 2024	2	£3,288	A2A	
Sunday 21 July – Sunday 04 August 2024	2	£3,288	A2B	
Sunday 04 August – Sunday 18 August 2024	2	£3,288	A2C	

Pre-GCSE Course for Students aged 13 – 15 Years (maximum age 15 as on 01 September 2024):

Wellington School: Dates for 2024	Weeks	Course Fee GBP	Course Code	Please Tick
Sunday 07 July – Sunday 01 September 2024	8	£10,888	G8	
Sunday 21 July – Sunday 01 September 2024	6	£8,888	G6	
Sunday 07 July – Sunday 04 August 2024	4	£6,188	G4A	
Sunday 04 August – Sunday 01 September 2024	4	£6,188	G4B	
Sunday 07 July – Sunday 21 July 2024	2	£3,288	G2A	
Sunday 21 July – Sunday 04 August 2024	2	£3,288	G2B	
Sunday 04 August – Sunday 18 August 2024	2	£3,288	G2C	

Junior Academic Course for Students aged 10 – 12 Years (maximum age 12 as on 01 September 2024):

Wellington School: Dates for 2024	Weeks	Course Fee GBP	Course Code	Please Tick
Sunday 07 July – Sunday 01 September 2024	8	£10,888	J8	
Sunday 21 July – Sunday 01 September 2024	6	£8,888	J6	
Sunday 07 July – Sunday 04 August 2024	4	£6,188	J4A	
Sunday 04 August – Sunday 01 September 2024	4	£6,188	J4B	
Sunday 07 July – Sunday 21 July 2024	2	£3,288	J2A	
Sunday 21 July – Sunday 04 August 2024	2	£3,288	J2B	
Sunday 04 August – Sunday 18 August 2024	2	£3,288	J2C	

Student's Details: Girl <input type="checkbox"/> Boy <input type="checkbox"/> Date of Birth: Day _____ Month _____ Year _____ Family Name _____ Other Names _____ English Name _____ Student's Current Home Address _____ _____ City _____ Country _____ Post / Zip Code _____ Nationality (as per passport) _____ Student's Mobile* _____ Student's Email Address** _____ <small>*Student mobile is required and will be used to contact the student on travel days and for school records. **Email address is required and will be used to send out a Dynamic Placement Test to the student – cannot be an agent email.</small>
Educational Background / Onward Movement: Agent Application: <input type="checkbox"/> Direct Application: <input type="checkbox"/> Agency Company Name _____ Location of Office _____ Agent Contact Name _____ Telephone Number _____ Present School _____ City _____ Year/Form NOW _____



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What will you do after the Summer Course? Return to your home country? Attend School in the UK?

Name of UK School _____ Entry Date _____ School Year _____ Course _____

Visa Requirements: If you are unsure about your visa requirements please visit: www.gov.uk/check-uk-visa

What passport / visa type will you be using to attend your Ethern Education Course (✓ correct box):

Child Student Visa (replaces Tier 4 Child – applied on/after 05/10/20)	<input type="checkbox"/>	Student Visitor (study period of up to 30 days)	<input type="checkbox"/>	Short-Term Student (study period of 6 to 11 months)	<input type="checkbox"/>
Non-Visa National (Walk-Up Visa)	<input type="checkbox"/>	BNO (British National Overseas)	<input type="checkbox"/>	Other	<input type="checkbox"/>

If you have marked 'Other' above, please provide details here:

Parents' Details:

Father's Family Name _____ Other Names _____ Nationality _____

Father's Home Phone _____ Mobile No. _____ Email _____

Mother's Family Name _____ Other Names _____ Nationality _____

Mother's Home Phone _____ Mobile No. _____ Email _____

Full Home Address _____

_____ City _____ Country _____ Post/Zip Code _____

Please note that further information will be required after registration is complete.

We will send out the following forms later:

- Travel Arrangements Form
- Subject Choices Form (Pre-A-Level/Pre-I.B. Courses ONLY)
- Emergency Contact and UK Guardian Form

Application Check List:

Please remember to complete these

- Completed Application Form
- Completed Health, Learning and Welfare form
- Completed Consent form signed by a parent or legally appointed guardian and the student
- Colour Copy of student's passport

Signed _____ Relationship to the student: Mother Father Agent

Please print your full name in English _____ Date _____

Thank you for your application! We will review it and, if accepted, provisionally register you. We will then send you a written offer of a place and an invoice for a deposit of £500.00 which is payable within 21 days to confirm acceptance of the place.

Health, Learning & Wellbeing Questionnaire

**This form will help us to look after your child.
Please complete it and return it with the Application Form.**

Student name: _____ Date of birth: ____/____/____
DAY MONTH YEAR

Please answer **ALL** of the following questions about your child.

	Please tick	
	No	Yes
1. Does your child have a persistent cough, asthma, bronchitis, tuberculosis, pleurisy, pneumonia, or other condition that affects the lungs?	No	Yes
2. Does your child have palpitations, shortness of breath, chest pains or other conditions affecting the heart or circulatory system?	No	Yes
3. Does your child have persistent indigestion, diarrhoea or any other condition which has affected the stomach, intestines, or liver?	No	Yes
4. Does your child have diabetes or any other endocrine disorder?	No	Yes
5. Does your child have rheumatism, arthritis or other disorder of bones or joints, including the spine?	No	Yes
6. Does your child have epilepsy, fainting attacks, fits or any other disease of the nervous system?	No	Yes
7. Does your child have any past or present injuries, paralysis, physical defect, or deformity?	No	Yes
8. Does your child have any problems with ears or eyes?	No	Yes
9. Does your child have depression, anxiety, nervous illness, eating disorder or related physical illness?	No	Yes
10. Does your child have any known allergies including to food and drugs?	No	Yes
11. Are there any family illnesses which may affect your child's health?	No	Yes
12. Does your child suffer from any other illness or condition not covered above?	No	Yes
13. Does your child have any special dietary needs? Please note that we may need to charge extra for certain diets.	No	Yes
14. Has your child consulted a specialist for any other reason?	No	Yes
15. Is your child currently taking prescribed medication? (If so, please give us an English translation.)	No	Yes
16. Does your child have any special educational needs, behavioural or learning difficulties, or conditions such as A.D.H.D. (Attention Deficit Hyperactivity Disorder), autism or any social or communication disorder?	No	Yes

More Information

If you answered "YES" to any of the questions, please give more information below. When did it occur? What was the problem? How bad was it? What was the treatment? Does your child need further treatment or support?

Duty of Disclosure

Any failure to disclose material information, particularly of a medical or psychological nature, which might influence the acceptance of an application, could result in the withdrawal of a place and no refund of fees will be made.

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Consent Form for Students

This form should be completed by a parent with the student. We will not be able to accept an application unless this form has been completed. Please write to us if you have any problems with the details below.

Full name of your child: _____

Information: Details of our courses are available at www.ethertoneducation.com . Alternatively, please contact our Admissions Team at info@ethertoneducation.com , or by telephone to +44 (0)1823 672388 and they will be pleased to help you.	Please tick (✓) YES or NO for each item.	
	YES	NO
Travel I give consent for my child to travel to the UK and attend a course arranged by Etherton Education Ltd.		
Accommodation I give consent to my child staying in single-sex residential accommodation arranged by Etherton Education Ltd.		
Rules I confirm he/she understands and must follow the "school and house rules".		
Personal Property: notes Upon arrival for the course students will be given the opportunity to hand in their passports, BRP card, travel tickets and pocket money to an authorised member of our staff for safe keeping. A signing-in and signing-out system for these items is operated. Students will be able to withdraw money for shopping, trips etc. at certain times. At the end of the course, all remaining items are signed back to the student.		
I consent to my child handing in his/her passport, BRP card, travel tickets and pocket money to an authorised member of Etherton staff for safe keeping.		
Leisure Activities I give consent for my child to participate in any trips, clubs, travel, social activities, and sports organised by Etherton Education Ltd.		
Adventurous Activities: notes We include these confidence-building activities on some trips. We will only use qualified staff for these activities, with very high safety standards. I give consent for my child to take part in ...		
... swimming and water sports		
... canoeing / kayaking / raft-building		
... high ropes / rock-climbing / abseiling		
... archery		
Supervised and unsupervised time: notes 1, Students aged 10-14 will always be supervised on trips and in towns. 2, Students aged 10-17 will have limited unsupervised time on the school campus in specified areas. 3, Students aged 15-17 will have limited unsupervised time for shopping in groups of three or more, in specified areas on trips and in local shops.		
(For ages 10-17:) I give consent for my child to have limited unsupervised free time on the school campus in specified areas.		
(For ages 15-17:) I give consent for my child to have limited unsupervised time for shopping in groups of three or more, in specified areas on trips and local shops.		

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	Please tick (✓) YES or NO for each item.	
	YES	NO
<p>Photographs and Media</p> <p>I understand that photographs or video of students may be taken during classes or activities and that these images may be used in publicity by Etherton Education Ltd., or on its social media sites.</p>		
I consent for images to be taken of my child.		
I consent for images of my child to be used in Etherton Education Ltd. publicity and social media sites.		
<p>Medical Information: notes</p> <p>If a student needs special or urgent medical treatment, we will make every reasonable effort to contact the parents or guardians. However, if this is impossible, our senior staff may need to make a decision about the child's treatment. We will always take the advice of medical staff.</p>		
I give consent for senior staff of Etherton Education Ltd to make a decision about my child's treatment in an emergency, with the advice of medical staff.		
I confirm that the information on the Health, Learning and Welfare Questionnaire is complete and any changes occurring before the start of the course will be notified to Etherton Education Ltd. promptly.		
<p>Data Protection</p> <p>I agree to the storage and use of personal data for the purposes of registration, regulatory and accreditation requirements, operation and development of the business and provision of products and services by Etherton Education Ltd. Please refer to our Privacy Policy for more information about how we use personal data and your right for data to be erased or ceased to be processed.</p>		
<p>Basis of Consent</p> <p>I am aware of the details of the course, and I agree to the Terms & Conditions provided by Etherton Education Ltd.</p> <p>I have discussed the arrangements and rules with my son/daughter.</p>		

Signed by the **parent or legally appointed guardian**:

Signature: _____ Print your name: _____ Date: _____

Signed by the **student**:

I have discussed the arrangements and rules with my parent/legally appointed guardian.

Signature: _____ Print your name: _____ Date: _____

Privacy Policy

As part of our legitimate business interests and to fulfil our legal obligations, Ethern Education Ltd. processes personal data in accordance with the General Data Protection Regulations 2018, UK-GDPR, and the Data Protection Act 1998.

This policy explains when and why we collect personal information about people, how we use it, how we keep it secure and when we may disclose it to others. This policy does not apply to third-party websites, products, or services even if they link to our operations and you should also consider the privacy policy and practices of those third-parties.

Any questions regarding this policy and our practices should be sent by e-mail to info@ethertoneducation.com or by writing to Ethern Education Ltd., Marlands, Sampford Arundel, Wellington, Somerset TA21 9QU UK.

Data we collect

The collection and use of data from a variety of sources is essential to our ability to provide our products and services and is critical in assisting us to ensure personal health, safety and wellbeing, reduce the risk of money-laundering and other illegal activity as well as enabling us to develop and improve our products and services. We are also obliged to provide some data to official regulatory bodies and government departments.

The personal information we collect might include name, address, telephone number, and e-mail address. We may also request a copy of passport and visa (if applicable), bank account information, nationality, date of birth and information about education, health, and welfare. For staff, we may also require references from previous employers, details of DBS checks, National Insurance Number, and copies of qualifications.

Data collection methods

We gather data through a variety of methods which may include contact through our website, telephone, e-mails, letters, and by the submission of various forms which are part of our registration and administration processes.

Our website uses “cookies” to collect statistical information about your browsing actions which do not identify you as an individual. We use the statistical information to improve our website and develop the products and services we offer. It is possible to switch off “cookies” by adjusting your browser preferences.

How we use data

There are many ways that personal data is used within our operations which may include, but not limited to:

- To evaluate and/or register an application for our products and services.
- To assist us with the provision of our products and services.
- To verify identity.
- Administration relating to staff recruitment, employment, and payroll.
- To respond to enquiries and to provide customer support.
- To process or communicate regarding a payment and provide related service.
- To improve or modify our services and develop new products.
- To monitor for fraud and other illegal activity.
- For audit, accreditation inspection and regulatory compliance purposes.
- To conduct analysis of our business which enables us to operate, protect, report on and develop our business.
- To contact agents/parents and/or alumni to learn of the progress of former students and to keep them updated about the activities of Ethern Education Ltd.

Please note that Ethern Education Ltd. does not use any form of automated decision making.

Privacy Policy – continued

Disclosure of personal data

Ethern Education Ltd. does not rent or sell personal data.

We may share data with third parties who help us provide the services and products we offer, for health and welfare reasons, or to carry out our regulatory obligations. Examples of such instances might include:

- Liaison with schools and agencies in respect of school sponsorship responsibilities, visas, biometric residence permits and school reports.
- Liaison with banks, insurers, and our payment partners.
- Liaison with marketing agents for our products and services.
- Liaison with medical practitioners in relation to the health and welfare of students and staff.
- For health and safety, employment purposes, legal purposes, regulatory agencies, public and government authorities, accreditation inspections, and law enforcement.

Security

We operate organisational, physical, technical and managerial measures to protect personal data. However, you should be aware that data transmitted over the internet can never be 100% secure and therefore we cannot guarantee the security of any information you may transmit to us. Once we receive your information by internet, telephone, letter, or other means, we make our best efforts to ensure its security on our systems and in use.

Access and update your Information

The accuracy of your information is very important to us. If you change any of your personal information (such as address, e-mail, telephone etc) please e-mail us at info@ethertoneducation.com or write to us at Ethern Education Ltd., Marlands, Sampford Arundel, Wellington, Somerset TA21 9QU UK.

You have a right to request a copy of the information about you held by Ethern Education Ltd. We may need to verify your identity before implementing your request. We will try to comply with your request as soon as practicable.

Retention period

Personal data will be kept for the period necessary to fulfil the purposes indicated above unless a longer retention period is required or allowed by law. Please be aware that we are required under various legal and regulatory requirements to retain data that you may have provided to us to ensure that transactions can be traced, settled, or refunded, and for the purposes of complying with laws and rules that apply to us and our payment partners to help identify fraud and money-laundering. Accordingly, we will retain certain data to meet our obligations and there may be other residual data that will not be removed from our databases and operational records.

Data erasure

You may request for your personal data to be erased or cease to be processed at any time by e-mailing info@ethertoneducation.com or writing to Ethern Education Ltd., Marlands, Sampford Arundel, Wellington, Somerset TA21 9QU UK. You will be asked to verify your identity and your request will be considered as soon as practicable. Please note that to comply with our obligations under a variety of laws and regulations, some data may not be erased from our databases.

Complaints

Should you have any complaints about our use of your data, please contact us by email to info@ethertoneducation.com, or by writing to Ethern Education Ltd., Marlands, Sampford Arundel, Wellington, Somerset TA21 9QU UK. Alternatively, you have a right to contact the Information Commissioners Office at www.ico.org.uk.

This policy was reviewed on 31 January 2023 by Peter Ethern, Director. Next review due January 2024

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Terms and Conditions

Enrolment Procedure

- Please send these things to Ethern Education: a completed and signed Application Pack (Application Form, Consent Form and Health, Learning & Wellbeing Questionnaire) and a colour copy of the student's passport.

When we (Ethern Education Ltd.) have received the completed Application Pack and passport copy, we will review it and, if provisionally accepted, send you an offer letter and an invoice for a deposit of £500.00 which is payable within 21 days to confirm acceptance of the place. The balance of the course fee must be paid by 31 May 2024 otherwise Ethern Education Ltd. may withdraw the offer of the place.

- If you send us an Application Pack after 31 May 2024, and we provisionally accept it, we require full payment of the course fees immediately.
- We may also require an assessment of the level of English of the student, or a video interview.
- We will send a Travel Arrangements Form and an Emergency Contact and UK Guardian Form. These must be completed and returned by the date stated on the forms. We will also issue Pre-Departure Information and confirmation of Airport Meeting Arrangements near to the start date of the course.
- The enrolment is not valid until Ethern Education Ltd. receives the full course fee in GB Pounds Sterling and a receipt is issued.

Fees

- **International payment of deposits and course fees** should be made where possible through our partner, Flywire. Please go to <https://ethertoneducation.flywire.com/> to make a payment. **For payments made in the UK, or from overseas in GB Pounds Sterling,** please contact our office for advice.
- Cheques or bank drafts should be made payable to Ethern Education Ltd. in GB Pounds Sterling, drawn on a London bank.
- Ethern Education Ltd. is not responsible for any bank charges incurred. In all cases Ethern Education Ltd. expects to receive the full amount due. Please avoid cash payments to our account. We are charged 1.5% for incoming cash payments, so we would need to ask you to pay this.
- Ethern Education Ltd. will issue a receipt for payments received.

Passports and Visas

- It is the student's responsibility to have a valid passport and visa (if required). Students who need a visa to study in the UK should make sure that they apply **in good time and follow all the regulations carefully**. After Ethern Education Ltd. has received the deposit, we will provide a letter in support of a visa application. If you need us to send documents by courier, we will do so if you send us a fee of £75.00.

Cancellations and Refunds

- If we receive a written cancellation at least 30 days before the course begins, we will return all fees received, except for an Administration Fee of £200.00. We will request bank details and authorization that any refund should be paid to that account. We regret that no refunds can be made within 30 days of the start date of the course, nor after the course begins for any reason whatsoever.
- No refund will be made for a student who arrives late or leaves the course early unless this has been agreed in writing by Ethern Education Ltd. at least 30 days before the start of the course.
- If you have submitted a properly completed visa application, including all the documents required by the authorities, and the application is unsuccessful, we will consider a refund of any course fees already received less an Administration Fee of £200.00 if you send us a copy of the official visa refusal letter. We will request bank details and authorization that any refund should be paid to that account.
- Ethern Education Ltd. reserves the right to cancel any course without notice. Any fees which have been received may be refunded or you may select the payment is transferred to another course. Please contact us at info@ethertoneducation.com to discuss what options are available.
- Where commission has been paid to an agent, any refund made will be reduced by the amount of the commission.

Liability

- Ethern Education Ltd will not refund fees if a student is absent from the course through illness, late arrival, early departure or for any other reason.
- Ethern Education Ltd. provides limited insurance against accident, illness, theft or loss of personal possessions, the cost of which is included in the course fee. Details of the insurance can be found on our website at www.ethertoneducation.com
- **Students are strongly advised to arrange their own personal insurance to meet their individual needs, for example, against cancellation, late arrival, early departure, loss/damage to personal possessions, loss of money, illness or accident howsoever caused.**
- Under the Family Law Reform Act 1969, which became law in the UK in July 1969, a person who has attained the age of sixteen may give legal consent to any surgical, medical, or dental treatment.
- If a student requires special or urgent medical treatment, every reasonable effort will be made to obtain the prior consent of the student and to inform the parents/guardian/agent. If this is impossible in the time available, the Course Director, or any other senior staff acting in loco parentis, are authorised to give consent to such treatment as may be recommended by medical staff in attendance.
- Ethern Education Ltd. will not be liable for any failure to provide any service if caused directly or indirectly by industrial action, war, acts of terrorism, riots, natural disasters, disease, or disruption to travel. In addition, Ethern Education Ltd. shall be exempt from all liabilities in respect of any detention, delay, loss, damage, sickness, or injury by whomsoever caused and whatever kind occurring on or to the participants at any time during the entire course.

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Personal Possessions

- Subject to parental consent, students will be able to hand in their passports, BRP cards, travel tickets, and pocket money to authorised staff for safe keeping after they arrive. Although every possible care will be taken, no responsibility will be accepted for loss or theft of such items.
- Ethern Education Ltd. accepts no responsibility for any money or belongings left in an unlocked location or unattended by the student. All items of clothing and personal possessions must be clearly labelled with the student's name.
- Students use the laundry service provided at their own risk. No liability is accepted for any lost or damaged items of laundry.
- Ethern Education Ltd. reserves the right, with due cause, to search and/or to confiscate the student's belongings in the presence of the student.
- Any lost property left at the school will be donated to charity or disposed of 8 weeks after the end of the course unless claimed. Ethern Education Ltd. will not accept liability for any such items, nor the costs involved in returning lost property to owners.

Course Rules

Ethern Education Ltd. reserves the right to refuse or dismiss any student from the course who is disruptive through unacceptable behaviour or who breaks the Course Rules. Fees paid will not be refunded.

- 1) All students will be subject to the Course Rules.
- 2) Students are expected to attend all meals, tuition, sports lessons and arranged activities and excursions.
- 3) Students will be responsible for their own belongings and keeping their own rooms tidy.
- 4) All damages to property, equipment and rooms will be charged to the students.
- 5) Consumption of alcohol, smoking or vaping by students is not permitted and may result in dismissal from the course without refund.
- 6) Students are not permitted to have chewing gum on the campus of Wellington School.
- 7) Suspicion of, or actual drug-taking may result in immediate dismissal from the course without refund.
- 8) Girls and boys may not enter the boarding accommodation of the opposite sex. No student may enter another student's room without permission.
- 9) Students are required to be in their rooms and to be quiet at certain times prescribed, or as directed by staff.
- 10) Bullying will not be tolerated and may result in immediate dismissal from the course without refund.
- 11) Students will be expected to show courtesy to all staff and to behave in a civilized and respectful manner at all times.
- 12) Students will not be permitted to play computer and video games during this course, except with the permission of the Director and at certain specified times.
- 13) Students must not make or receive phone/video calls, emails, or text messages during lesson times or during meals, except in emergencies. Students who break this rule may have their communication devices confiscated by members of staff.
- 14) Students will be introduced to our rules for house procedures, laboratory safety, acceptable IT and social media use and safety on trips and activities during the course.
- 15) Ethern Education staff will require students to hand in their phones and other communication devices for specified periods of time, including overnight. The purpose of this is to improve students' concentration, socialisation and rest time. We expect students and families to cooperate with these restrictions on access to internet communications.

Students breaking any of the rules of the course may be dismissed within 24 hours at their own expense and without refund.

Guardians

- Where we consider the services of a local guardian are necessary during the course and where a guardian has not been appointed by the student's family, Ethern Education Ltd. reserves the right to make such an appointment and the costs shall be paid by the family. We will make every effort to contact the family beforehand.

General Data Protection Regulations

- Your personal data may be shared with third parties. Please refer to our Privacy Policy for further information about when this may occur.
- You have the right to access, correct, and under certain circumstances, restrict or delete your personal information that we use in the operation of the company. Please refer to our **Privacy Policy** for further information.

Parents hereby accept that these terms and conditions may be revised from time to time at the entire discretion of Ethern Education Ltd. All dealings with Ethern Education Ltd., including the offer and acceptance of places and the continuing presence of a student on an Ethern Education Ltd. course, will be on the Terms and Conditions as from time to time apply.

This contract is made with Ethern Education Ltd. and is governed exclusively by English law.

30 October 2023

Ethern Education Ltd