



Park Hill Training Ltd.

Terms and Conditions

As a client of Park Hill Training, you agree to the terms and conditions set out as below. No variation of these terms is accepted without written consent of Park Hill Training.

Activation on our customer portal, or for repeat customers, the written confirmation that they are still in agreement of our terms by email, acts as an acceptance of attendance for the training/ assessment and agreement with the Terms and Conditions with Park Hill Training by the client and will lead to a binding contract between the parties

Payment to be made prior to Training/Assessment date to secure your booking, Park Hill Training are unable to hold any places without a completed booking form and payment. Park Hill Training can discuss payment plans if required.

Any delegates changes requested will incur a cost of £10.00 + VAT per person. These need to be emailed to info@parkhilltraining.co.uk

All cancellations need to be in writing to info@parkhilltraining.co.uk

COURSE CANCELLATION CHARGES:

No charge if the course is cancelled by a trainee up to one month before the training date.

If the course is cancelled up to 2 weeks before the course date by a trainee 50% of the course fee will be due.

The full cost of the course to be charged if cancelled less than two weeks before the course date.

ASSESSMENT CANCELLATION CHARGES:

Registration and Assessment costs are non-refundable if candidate cancels assessment for any reason.

Park Hill Training will make every effort to ensure that the training/assessments go ahead as planned, no responsibility will be taken, or compensation paid for lost days' work due to weather conditions, equipment failure or any other unforeseen circumstances where the training/ assessment cannot go ahead. Park Hill Training will guarantee that a replacement date will be found at no cost to the trainee should this occur.

Equipment used on the courses/assessments is on loan. We understand that accidents happen but any careless breakages/damaged or loss of equipment are to be paid for by the candidate, you will be invoiced separately if this is the case, and we therefore politely request that you take care of our equipment.

By accepting these terms, you confirm that you give consent to Park Hill Training using personal information to register with the relevant awarding body for the chosen training/ qualification(s). DATA PROTECTION Regs. GDPR2018: Personal information regarding the learner/candidate held by City & Guilds NPTC or LANTRA, or their approved Assessment Centres, is retained and may be available to certain statutory bodies in the UK in accordance with our Data Protection Policy.

TRAINEE/ CANDIDATE DETAILS ARE REQUIRED BY LEGISLATION AND MUST BE COMPLETED IN FULL; MISSING OR ILLEGIBLE INFORMATION WILL INVALIDATE THE CERTIFICATE AND MAY INCUR ADDITIONAL CHARGES LEVIED BY CITY & GUILDS OR LANTRA

Please read our Privacy Policy (GDPR) which can be found on our policies page [here](#)

Please disclose any learning difficulties or physical disabilities prior to booking, including any medication which may affect your ability to take part. If you have any queries, please ring the office - 01509 815534

The instructors/assessors have the right to finish a course early if any conditions are deemed to be unsafe. (E.g., equipment, site, weather, unsuitable trainee/candidate behaviour)

Force Majeure, neither party shall be responsible for any failure or delay in performance of its obligations under this agreement (other than the obligation to make payments of money) due to any force majeure event

I confirm that I have read and understood this declaration form to the best of my knowledge, agree to the statements above and will promptly contact the centre/Trainer/Assessor/employer if any changes that may increase the risk to the health and safety of the myself or anyone I could meet during the training/assessment.