

surfees

swim school

Swimming Classes for Term 1 2010 Re-enrolment Procedure

For current students, bookings need to be made to secure a placement for Term 1 2010. When making the booking a deposit will be required to secure the placement. Deposits are equal to payment of the first two lessons. **Re-enrolment is required for all levels and placements in the swim school program, including privates & adult classes.**

Assessments will be conducted during week 5 & 6. If your child does not receive a card during their lesson, they will be remaining in the same level.

Bookings are accepted as follows

EXPRESS ENROL FOR SAME DAY, TIME & LEVEL

To express enrol for the same day, time & level leave your completed re-enrolment form in the box at the swim school office from Monday 23rd November 2009 to Wednesday 2nd December 2009.

Your receipts will be emailed prior to Saturday 5th December 2009. The finalised receipts will also be sent by mail, if you have not received your receipts within 10 days please contact the swim school.

SAME DAY, TIME AND LEVEL

To make the booking in person at the swim school office for a placement into the same day, time and level class as Term 4 2009 you will be required to make the booking during week 7 (between Monday 30th November to Sunday 6th December 2009).

Class placement in the same day, time and level cannot be guaranteed after Week 7. If we do not receive your booking and deposit by the end of Week 7, your swim school placement will become forfeited.

PROGRESSING TO THE NEXT LEVEL BY ASSESSMENT

All students who are progressing to the next level by assessment only will be eligible to make a booking during Week 8 (Monday 7th December to Sunday 13th December 2009).

Please note we cannot guarantee that when a student progresses that the class will be on at the same day or time as the previous term. Class times and days will be dependant upon the level.

CHANGES TO DAY OR TIME

To make a placement into a different day or time as your Term 4 2009 class you will be required to make the booking during Week 9 (Monday 14th December to Sunday 20th December 2009).

To assist with bookings, please complete the re-enrolment form and submit to the swim school desk. Available times and days will be discussed at time of enrolment. You will be booked into a class and given a receipt to confirm the booking. Please check all details on the receipt to ensure the booking is correct.

Full payment will be required prior to Tuesday 9th February 2010. If we do not receive the full payment by the due date your placement will become forfeited.

For further information, please contact Surfees Swim School on 9421 2600.

Please note: Surfees Swim School does not guarantee the same instructor from term to term. Instructors are subject to availability and may change without notice. Deposits are non-refundable and non-transferable.

