

Cancellation Policy

Centre places are in high demand. Places that are cancelled need to be offered to other schools as soon as possible.

If schools give **more than three working weeks** notice of cancellation, there will be **no charge**.

If schools give **2 weeks** notice of cancellation, a **half day** will be charged. If **less than a full working weeks** notice of cancellation is given, the **full cost** of the day will be charged.

In certain exceptional circumstances, for example, severe weather conditions or sudden staff sickness, schools should speak to the head of centre directly.