



Lightbox Photo Club Terms and Conditions

The information contained below applies to all school clubs, courses and workshops conducted on behalf of Lightbox Photo Club. Please read these Terms and Conditions carefully and ensure that you understand them before making any bookings. Booking any of our services will automatically constitute acceptance of these Terms and Conditions.

Definitions

Lightbox: The trading name being Lightbox Photography Club Ltd, which is registered in Surbiton, Surrey, UK - Company no.12897604

Website: www.lightboxphotoclub.com

Course: Any school club, workshop or course offered by Lightbox.

Course Particulars

Lightbox will always endeavour to provide course content according to the initial description provided. However, in poor weather conditions there may be weeks when content needs to change accordingly and you acknowledge that this is at our discretion.

Student Behaviour

Students must comply with all reasonable instructions while attending our courses, including health and safety regulations and any other security requirements that may apply to the location where the course is held. Whilst attending Lightbox courses students are expected to use socially acceptable behaviour and show respect to one another and to their club leader at all times. Should their behaviour cause disruption or danger, Lightbox can request that they are removed by a parent or guardian and Lightbox reserves the right to terminate their attendance with immediate effect and without a refund.

Equipment Hire

Lightbox provides a camera loan service for courses and accepts responsibility for the cameras in all circumstances related to proper handling and normal wear and tear. However, Lightbox will hold you responsible for the cost of repair or replacement of equipment in the event of any student's negligence or wilful damage. Such negligence includes leaving the camera unattended, running with the camera, allowing third-party use and dropping the camera if the strap isn't used correctly.

Booking, Payment and Refund Rights - School Clubs

Payment for school clubs is termly and must be paid within 14 days of receipt of an invoice. Failure to pay on time could result in your child losing their place. If your child decides to leave the club during the school term no refund will be given except in exceptional circumstances.

Financial commitment to the club is ongoing and your child's place is secure from term to term until we receive notification from you. In this instance we kindly ask for 4 weeks' notice of cancellation.

Any school clubs that are booked into and subsequently missed due to illness or other activities cannot be made up on other dates unfortunately, nor will missed sessions be refunded.

Lightbox reserves the right to cancel or change a school club at short notice and we will contact you with as much notice as possible if this arises. In the event that we need to cancel a school club you will be fully entitled to a refund or credited for another available date.

A minimum number of eight attendees are required for a school club to run. We will endeavour to notify you as soon as possible if a course needs to be rescheduled or cancelled due to low numbers and a refund offered.

Child Collection - School Clubs

Children must be collected by a named person at the end of a school club and will not be allowed to leave unaccompanied unless written permission has been specifically provided by a parent. Please notify Lightbox or the school office if a different person to normal will be collecting the child.

Intellectual Property

Lightbox remains the owner of all intellectual property regarding course content and grants all students a non-transferable licence to use all study materials for non-commercial use. You must not allow access of study materials to any third party or use material for your own commercial purposes without obtaining a written licence from Lightbox.

Photography Consent.

Lightbox will always ask for parental consent in writing to publish photographs of students on the Lightbox website or related social media.

Data Protection

Lightbox complies fully with all up-to-date Data Protection Laws (GDPR) and treats all personal information as fully confidential. Please refer to our Privacy Policy for full details. We collect your personal information when you book into a club, and when you make an enquiry we ask if you would like to be entered onto our mailing list. We use Mailchimp to manage this list and Mailchimp is a fully GDPR-compliant and password protected data processor. Lightbox will never share your details with third parties.

If you require any further information or clarification on the above please do contact me at hannah@lightboxphotoclub.com

Last updated - November 2020