

Terms and Conditions

Allocations

All allocations will be held until a pre-arranged date. Should allocations not be met, Oxford School of English reserves the right to charge the full fees for any unfilled places. No allocation is guaranteed until a 30% deposit has been received and Oxford School of English has confirmed the bookings in writing. We reserve the right to use the services of a third party homestay provider if required.

Payment of fees

Payment of all fees must be received in full a minimum of 40 days before arrival.

Cancellations

All cancellations must be made in writing to Oxford School of English. Cancellations will incur the following penalties:

60 days notice or more:
no charge

Less than 60 days or more:
25% of total fees

Less than 30 days or more:
50% of total fees

Less than 20 days or more:
100% of total fees

No refund will be given for any cancellations after the course start date unless in exceptional circumstances, at the absolute discretion of school management.

Oxford School of English reserves the right to cancel any of the 'Additional Options' including Young Leaders if the minimum number of registered students is not met. Should this arise, we will offer to place students in one of our other Courses/ Additional Options.

Group Leaders

Oxford School of English provides one free place for

Group Leaders per 15 paying students. Additional Group Leaders will be charged at £360 per week in residence and £250 in homestay accommodation.

Arrivals

All groups must arrive and depart on a Sunday. Groups should arrive in Oxford between 09:00 and 21:00. Arrivals before or after these times will not be accepted. Students arriving between 19:00 and 21:00 will be offered a light refreshment.

Departures

Homestay students need to leave their families by 12:00 on Sunday, and are provided with a packed lunch by the homestay.

Residential students are required to check out by 09:00, but can store their luggage in the residence until 12:00 if they need to. They will be provided with breakfast before check out.

Oxford School of English must be informed in writing if an unaccompanied minor service is required on departure. This service can be provided at a cost of £65 and is compulsory for students aged 14 years old and younger.

Any departures from Oxford before 08:00 will incur an additional charge.

Extra nights

Extra nights (if available) will be charged at a pro rata basis based on the full net weekly price. No discount is available for staying fewer nights

Laundry

Students staying in host families will have their laundry done once a week. Students staying in residence do their own laundry using the self-service facilities. Please note that towels are not provided for students staying in residence.

Student behaviour

Oxford School of English reserves the right to remove any student from the school if his/her behaviour is

deemed to be contrary to the best interests of the school and unacceptable. Oxford School of English will not be liable for any additional costs incurred as a result.

Group Leader responsibilities

Group Leaders are expected to work with our staff to ensure that students enjoy their time with us and that within the framework of their course and activity programme, they are properly cared for. We expect Group Leaders to be on hand at all times to help with any unforeseen problems or difficulties.

Change of flight

All bookings must be accompanied by accurate flight details. Any changes that are not communicated to Oxford School of English at least one week before arrival or departure will be liable to an administration charge to cover any additional costs.

Publicity material

All publicity material is the responsibility of Oxford School of English and details of the summer school 2020 have been published in good faith. Oxford School of English reserves the right to make amendments as and when we see fit. All changes will be communicated to the client whenever possible.

Complaints

All complaints should be reported immediately to Oxford School of English senior staff on site, who will attempt to resolve them. Should this fail the client or agent should make an immediate written complaint to the Principal of the school.

Photographs and film

At times the school may photograph or film students in classroom settings or on school activities, or may make use of such photographs and/or films made by students, for marketing and promotional purposes. Students objecting to this (or their parents/guardian if they are below 18) must inform the school in writing at the time of booking.

