

LEARN TO SWIM PROGRAM MAKE UP POLICY



KNOX GRAMMAR SCHOOL
AQUATIC CENTRE

WHAT ARE MAKE UP LESSONS?

Knox Grammar School Aquatic Centre offers students the opportunity to make up missed lessons.

PLEASE NOTE: WE DO NOT GUARENTEE AVAILABILITY TO MAKE UP A MISSED LESSON.

Make-up lessons are offered to students enrolled in:

- Levels 1 – 5, Junior Development and Mini Squad

Students have the opportunity to book 2 make-up lessons per child, per term, depending on availability. **These make-up lessons have to be used within the same term of the missed lessons.**

If you cancel your child's enrolment, any outstanding make-up lessons must be redeemed before the cease date of the booking.

HOW DO I BOOK A MAKE-UP LESSON?

E-mail or call The Centre (e-mail is preferred) when you are ready to book a make-up lesson and ask current availability in the level that your child is currently. **Make-up lessons can't be booked more than 7 days in advance.** Once a make-up lesson is booked, you cannot change the booking. If the student is unable to attend the make-up lesson, for any reason, **the make-up lesson will be forfeited.**

learntoswim@knox.nsw.edu.au

WHEN AM I ELIGIBLE?

If a student is unable to attend a Learn-to-Swim lesson, for any reason, the Swim School needs to be notified of the student's absence **before** the lesson, you may then ask for availability to do a make-up lesson in one of the following ways:

- Provide the Swim School with a minimum of 7 days' notice; **prior** to the lesson time, you will receive your make-up lesson for *FREE*.
- Provide the Swim School with *less* than 7 days' notice; **prior** to the lesson time, you will incur a \$4.00 administration fee.
- Provide the Swim School with notice **prior** to the lesson time *and* submit medical evidence, you will receive the make-up lesson for *FREE*.