



**CHESHIRE CRICKET BOARD LIMITED  
TRAINING COURSE BOOKING TERMS & CONDITIONS**

**Page 1-2: CHILDREN'S COACHING COURSES**

**Page 2-3: COACH EDUCATION & WELFARE COURSES**

**CHILDREN'S COACHING COURSES**

- The Parent/Guardian agrees to the child participating in the chosen course and understands that Cheshire Cricket Board Limited has a third party policy which provides cover for the child against loss/injury to him/her occurring as a result of negligence by the Cheshire Cricket Board Limited, its servants or agents. The parent/guardian may take out their own additional cover if they so wish.
- The Parent/Guardian confirms that the child will comply with the Players' Code of Conduct [www.cheshirecricketboard.co.uk/CodeofConductforYouthTeamsandPlayers.pdf](http://www.cheshirecricketboard.co.uk/CodeofConductforYouthTeamsandPlayers.pdf)
- The Parent/Guardian understands the spirit of the Parents' & Guardians' Code of Conduct [www.cheshirecricketboard.co.uk/Parents&GuardiansCodeofConduct2013.pdf](http://www.cheshirecricketboard.co.uk/Parents&GuardiansCodeofConduct2013.pdf)
- The Parent/Guardian consents to the use of photography in the coaching and publicity of cricket which may take place involving the child.
- In the event of any injury or illness, all reasonable steps will be taken to contact the Parent/Guardian and to deal appropriately with that injury/illness.
- The Parent/Guardian acknowledges that it is their responsibility to inform the coach of any known illness/allergy a child may have.
- The Parent/Guardian acknowledges that their safety is their responsibility when attending indoor/outdoor courses.
- In the event of any misbehaviour during a Course, Cheshire Cricket Board Limited reserves the right to preclude anyone from that Course, and to refuse applications for future Courses. In such circumstances a refund may not be made.
- The Cheshire Cricket Board Limited reserves the right to cancel or amend any course.
- The Cheshire Cricket Board Limited will hold the details of attendees to maintain records and to provide and administer the goods and services requested from us.
- Requests for an Assisted Place on the Children's Courses at half the published price for those parents/guardian's in receipt of certain State Benefits should be addressed to the Cheshire Cricket Board's Offices 01606-871200.

**REFUND POLICY**

1. In the event of a Course being overbooked every attempt will be made to arrange a suitable alternative venue, or alternatively a refund will be made.
2. Requests for refunds for reasons other than 1 above may be subject to a £10 deduction towards administrative costs.

**PRIVACY POLICY**

Cheshire Cricket Board Ltd is committed to ensuring that your privacy is protected.

When you provide information by which you can be identified, it will only be used in accordance with this privacy statement.

Cheshire Cricket Board Ltd may change this policy from time to time by updating this page.

**What we collect**

- Name
- Postal and email address
- Age of participant on a children's coaching course
- The name of the training course participant's club, and where relevant the name of the participant's school
- Other information relevant to participation in customer surveys and on cricket training courses

**What we do with the information we gather**

- Maintain our records
- Improve our products and services
- Send you notices of Cheshire Cricket Board offers or other 'cricket specific' information which we think you may find interesting
- Conduct Cheshire Cricket Board related market research to improve the recreational game.

## **Security**

We are committed to ensuring that your information is secure. To prevent unauthorised access or disclosure, we have suitable procedures in place to safeguard and secure the information we collect.

## **Cookies**

We only use traffic log cookies on our website. These are only used to identify which pages are being used. This helps us analyse data about web page traffic and improve our website in order to tailor it to customer needs. In no way does it give access to any information about you.

## **Links to other websites**

Our website may contain links to other websites of interest. However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement.

## **Controlling your personal information**

Whenever you are asked to fill in a form, look for the boxes that you can click to indicate where you do not want the information to be used.

We do not sell, distribute or lease your personal information to commercial organisations.

You may request details of personal information which we hold about you under the Data Protection Act 1998. A small fee will be payable. If you would like a copy of the information held on you please write to Cheshire Cricket Board Ltd, 2 Moss Farm Cottages, Moss Farm Leisure Centre, Northwich CW8 4BG. On receipt, if you believe any information we are holding is incorrect or incomplete, please let us know.

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## **COACH EDUCATION & WELFARE COURSES**

- The Applicant agrees to participate in the chosen course and understands that Cheshire Cricket Board Limited has a third party policy which provides cover against loss/injury to him/her occurring as a result of negligence by the Cheshire Cricket Board Limited, its servants or agents. The Applicant may take out his/her own additional cover if they so wish.
- The Applicant confirms that he/she will comply with all Course requirements.
- The Applicant consents to the use of photography in the coaching and publicity of cricket which may take place during the Course.
- In the event of any injury or illness, the Applicant will advise the Course Leader of his/her inability to attend.
- The Applicant acknowledges that it is their responsibility to inform the Course Leader of any known illness/allergy they may have.
- In the event of any misbehaviour during a Course, Cheshire Cricket Board Limited reserves the right to preclude anyone from that Course, and to refuse applications for future Courses. In such circumstances a refund may not be made.
- The Cheshire Cricket Board Limited reserves the right to cancel or amend any course.
- If the Applicant is unable to attend one of the set modules, it will be his/her responsibility to arrange to attend an alternative, where possible.
- If the Applicant is unable to attend an Assessment on the scheduled date, Cheshire Cricket Board Limited will endeavour to arrange an alternative. In this event the Applicant will be charged an additional fee.

## **REFUND POLICY**

- In the event of a Course being overbooked every attempt will be made to arrange a suitable alternative venue, or alternatively a refund will be made.
- Whilst all Courses are open to applications from Members and Non Members, priority will be given to Members where Course numbers need to be restricted. In this event a full refund will be made to Non Members.

Note: A Member is defined as a person being a fully paid up member of a Cheshire Affiliated Cricket Club, or a Teacher at a Cheshire School.

- Requests for refunds for reasons other than 1 & 2 above may be subject to a £10 deduction towards administrative costs.

## **DATA PROTECTION STATEMENT**

**Cheshire Cricket Board Limited** will provide personal details and information about the coaching courses participants attend to the England and Wales Cricket Board Limited (ECB) who run and administer cricket coach education.

**The ECB** will hold the information in a database which may be searched by other County Boards each of which may use it to:

- Verify qualifications and qualification criteria
- Administer attendance and completion of courses

In addition **the ECB** will use the information to:

- Administer membership of the Coaches Association including keeping the Cheshire Cricket Board Limited informed of membership status
- Contact participants about the Coaches Association and other opportunities, including those of appropriate ECB commercial partners (a full list is available on [www.ecb.co.uk](http://www.ecb.co.uk)).

**Consent:** by applying for participation in a Cheshire Cricket Board Limited Coach Education Course, participants understand that they are consenting to receive information from the ECB about opportunities by post, phone, email or SMS unless indicated otherwise to Cheshire Cricket Board Limited

**Cheshire Cricket Board Limited** may wish to contact participants regarding:

- Future courses and workshops

**Consent:** by applying for participation in a Cheshire Cricket Board Limited Coach Education Course, participants understand that they are consenting to receive information from Cheshire Cricket Board Limited about opportunities by post, phone, email or SMS unless indicated otherwise to Cheshire Cricket Board Limited

Participants are entitled to a copy of the information held about them for which a fee may be charged. Details of how to do this will be provided by <mailto:info@cheshirecricketboard.co.uk> on request.

**Data Protection Notice** [www.cheshirecricketboard.co.uk/DataProtectionNotice.html](http://www.cheshirecricketboard.co.uk/DataProtectionNotice.html)

*December 2015*