



Policy Ref: CANC. Issue Number: 3 Date: February 2023

Review Date: February 2024

CANCELLATION POLICY

Draycott Sports Camp understands that illnesses and changes of circumstance can alter your plans and may mean you need to cancel or rearrange your booking with us.

Cancellations:

- You must give a minimum of 48 hours notice if you wish to cancel or change your booking with us due to illness or changes of circumstance.
- In unexpected changes of circumstance, out of the 48 hour window, it is at the Company Directors discretion on what action is appropriate.

Refunds and Credits:

- Refunds will not be issued if you have given less than 48 hours notice to cancel your booking.
- Refunds will not be issued if you have paid via Childcare Vouchers due to HMRC regulations, a credit will be issued instead.
- All credits must be used within 12 months.
- If you continually cancel your booking with less than 48 hours notice, we hold the right to refuse a credit.
- Please allow 10 working days for Draycott Sports Camp to process and issue refunds.



