

TIME JUMP HISTORIES

School Workshop Terms & Conditions

Entertainment • Education • Inspiration



Time Jump Histories

Interactive History workshops

These Terms and Conditions apply to all school workshops, educational visits, historical demonstrations and interactive activities provided by Time Jump Histories.

By confirming a booking with Time Jump Histories, the school, organisation or client agrees to these Terms and Conditions.

1. Booking Confirmation

1.1 A booking is only considered confirmed once full payment has been received in advance.

1.2 A provisional booking or agreed date does not constitute a confirmed booking until payment has been received.

1.3 Time Jump Histories will provide confirmation of the booking once payment has been received.

1.4 The client is responsible for ensuring that the agreed date, venue, number of pupils and workshop requirements are correct at the time of booking.

2. Payment Terms

2.1 Full payment must be made in advance to confirm and secure a booking.

2.2 Payment must be received by the date specified on the invoice.

2.3 Time Jump Histories reserves the right to release a provisional booking if payment is not received by the agreed payment deadline.

2.4 All prices quoted are based on the agreed workshop requirements, duration, location and number of participants.

2.5 Additional costs, including agreed travel, accommodation, parking, venue requirements or additional performers, may be charged where applicable and will be agreed with the client in advance.

2.6 Payment must be made within 15 working days of the date the invoice is issued/received, unless an alternative payment arrangement has been agreed in writing with Time Jump Histories.

3. Cancellation by the Client

3.1 If the client cancels a confirmed booking after full payment has been made, 50% of the booking fee will be retained as a non-refundable cancellation charge.

3.2 The remaining 50% may be refundable at the discretion of Time Jump Histories, depending on the circumstances and how much notice is provided.

3.3 Where cancellation occurs at short notice or where substantial costs have already been incurred in preparation for the booking, Time Jump Histories reserves the right to retain additional reasonable costs that cannot be recovered.

3.4 If the client wishes to rearrange a booking rather than cancel it, Time Jump Histories will make reasonable efforts to accommodate an alternative date, subject to availability.

4. Cancellation or Changes by Time Jump Histories

4.1 Time Jump Histories will make every reasonable effort to fulfil confirmed bookings.

4.2 In exceptional circumstances, including serious illness, emergency, unsafe travel conditions or circumstances outside our reasonable control, Time Jump Histories may need to cancel or rearrange a booking.

4.3 Where Time Jump Histories cancels a booking and is unable to provide an alternative date, any payment received for the cancelled service will be refunded.

4.4 Time Jump Histories will not be responsible for additional costs incurred by the client as a result of a cancellation caused by circumstances outside our reasonable control.

5. Workshop Structure and Numbers

5.1 School workshops are designed to be interactive, educational and age appropriate.

5.2 Workshops can be tailored to suit Key Stage 1 through Key Stage 4, depending on the subject and activity booked.

5.3 Unless otherwise agreed, workshops are limited to a maximum of 30 children per workshop.

5.4 Where a school has more than 30 pupils, the school may be required to divide pupils into separate workshop sessions.

5.5 Each workshop will normally last for up to 50 minutes, unless an alternative duration has been agreed in advance.

5.6 The school is responsible for ensuring that pupils are supervised appropriately throughout the visit.

6. Child Safeguarding

6.1 The safety and welfare of children participating in Time Jump Histories workshops is a priority.

6.2 Time Jump Histories staff and performers will conduct themselves professionally and appropriately at all times when working with children.

6.3 School staff and teachers remain responsible for the general supervision, behaviour and safeguarding of their pupils throughout the workshop and event.

6.4 Time Jump Histories performers will not normally be responsible for supervising children independently of school staff.

6.5 School staff should remain present and available throughout the workshop and must deal with any behavioural, medical or safeguarding concerns involving their pupils.

6.6 Time Jump Histories will follow appropriate safeguarding procedures and will raise any safeguarding concern relating to a child with the designated member of school staff or the school's Designated Safeguarding Lead (DSL).

6.7 Time Jump Histories staff will maintain appropriate professional boundaries when interacting with children.

6.8 Children should not be left alone with a Time Jump Histories performer where school supervision is reasonably available.

6.9 Any physical interaction between performers and children will be limited to activities that are appropriate to the workshop and carried out with suitable supervision.

6.10 Where photographs or video recordings are required for promotional purposes, appropriate consent must be obtained by the school or organiser. Time Jump Histories will respect any restrictions communicated by the school concerning photography or filming.

7. Costumes, Weapons, Props and Equipment

7.1 Time Jump Histories may provide historical costumes, replica weapons, shields, armour, props and other educational equipment as part of a workshop.

7.2 All equipment used with children will be selected and used according to the nature and age of the activity.

7.3 Children will only be permitted to handle equipment where the activity has been specifically designed to allow this and under appropriate adult supervision.

7.4 Any replica weapons or historical equipment used during workshops are provided for educational and demonstration purposes only.

7.5 Time Jump Histories reserves the right to remove or modify an activity if it is considered unsuitable or unsafe in the circumstances.

8. Health and Safety

8.1 Time Jump Histories will take reasonable steps to ensure that its activities and equipment are suitable for the agreed setting.

8.2 The school or venue must provide a suitable, safe and appropriate space for the workshop.

8.3 The client must inform Time Jump Histories in advance of any known restrictions affecting the workshop space.

8.4 The school remains responsible for its own emergency procedures, fire procedures, first aid arrangements and safeguarding policies.

8.5 Time Jump Histories reserves the right to stop or modify an activity if conditions are considered unsafe.

9. Medical, Additional and Accessibility Requirements

9.1 The school should inform Time Jump Histories of any relevant accessibility requirements or specific considerations that may affect participation.

9.2 Time Jump Histories will make reasonable efforts to adapt activities where practical and where sufficient notice is provided.

9.3 Teachers and school staff remain responsible for pupils' individual medical needs and the administration of medication in accordance with the school's policies.

10. Behaviour

10.1 Pupils are expected to follow reasonable instructions given by both school staff and Time Jump Histories performers during activities.

10.2 If a pupil's behaviour creates a risk to themselves, other pupils, school staff, performers or equipment, Time Jump Histories may stop that pupil from participating in the relevant activity.

10.3 Serious or persistent disruptive behaviour may result in an activity being stopped.

11. Venue and Facilities

11.1 The client is responsible for providing a suitable space for the agreed workshop.

11.2 Where appropriate, the venue should provide reasonable access to toilets, drinking water and suitable facilities for participating pupils and staff.

11.3 Any venue restrictions that may affect the use of props, equipment, sound, movement or demonstrations should be communicated to Time Jump Histories before the booking.

12. Travel and Delays

12.1 Time Jump Histories will make reasonable efforts to arrive at the agreed venue at the agreed time.

12.2 Where travel involves ferries, public transport, traffic disruption, severe weather or other circumstances outside our control, delays may occur.

12.3 Time Jump Histories will communicate with the client as soon as reasonably possible if a significant delay is anticipated.

12.4 Any additional travel or accommodation requirements will be agreed with the client in advance where possible.

13. Photography and Promotional Material

13.1 Time Jump Histories may request permission to take photographs or video footage during workshops for promotional purposes.

13.2 No child will be knowingly photographed or filmed for Time Jump Histories promotional use where the required consent has not been provided.

13.3 The school or organiser should clearly communicate any restrictions regarding photography or filming before the workshop begins.

14. Professional Conduct

14.1 Time Jump Histories is a professional historical education and entertainment service.

14.2 Our performers are expected to maintain professional standards of conduct, presentation and behaviour while representing Time Jump Histories.

14.3 We expect the same professional and respectful conduct from school staff, pupils, venue staff and organisers.

15. Force Majeure

15.1 Time Jump Histories will not be liable for failure or delay in providing a service where this is caused by circumstances beyond our reasonable control.

15.2 Such circumstances may include severe weather, transport disruption, natural disasters, government restrictions, venue closure, serious illness, accident or other unforeseen emergencies.

16. Agreement to Terms

16.1 Payment of an invoice and confirmation of a booking constitutes acceptance of these Terms and Conditions.

16.2 These Terms and Conditions should be read alongside the booking confirmation and invoice provided by Time Jump Histories.

16.3 Any specific arrangements agreed in writing between Time Jump Histories and the client will take precedence where they differ from these standard Terms and Conditions.

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Interactive History Workshops for Schools, Events & Talks

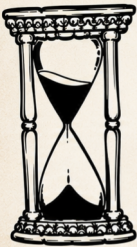
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Website: www.timejumphistories.co.uk

Edward Nash

These Terms and Conditions are intended to provide a clear framework for school bookings. They should be reviewed and updated where necessary to reflect your insurance requirements, safeguarding policy and applicable UK legal requirements.



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♀ From Ancient Egypt to D-Day ♂

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