



www.dorkingnurseryschool.co.uk

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Cancellation Policy
for Early Years Practitioner Training Courses & Visitor Mornings
at Dorking Nursery School & Mole Valley Family Centre

On receipt of your booking form, a confirmation email will be sent confirming your place, followed by further instructions for payment via BACS. Your place is secured once we receive notice of payment.

Cancellation charges:

- less than one calendar month – 50% charge
- less than 10 working days – 100% charge
- less than 10 working days - no charge if cancellation is due to Covid (illness or self-isolating), but evidence of Covid illness/isolation will be required
- we reserve the right to cancel a conference, in which case full refund will be made