

# ENGLAND KABADDI UNION

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## London Trainings Policy - 2023 West London College (9 Gliddon Rd, W14 9BL)

28 January 2023

### 1. London Training Sessions

- a. The England Kabaddi Union is organising regular Kabaddi training sessions ("Training Session") in London, at West London College (9 Gliddon Rd, W14 9BL, London).
- b. This Policy is applicable to any such Training Session.

### 2. Signing up for a training

- a. It is compulsory for attendees to fill the Google form (<https://forms.gle/4bfcjYvTdSgZFgn16>) for all London Training Sessions **at least 4 days prior** to the Training Session.
  - i. Example: If a Training Session is scheduled for Saturday, you must fill the form by Tuesday (four days before Saturday).
  - ii. Make sure to click "Submit" when filling the form to ensure we receive the details. In any case, you should receive an email confirmation on submission.
- b. **If you do not fill the form on time, we cannot guarantee your entry to the venue** for the Training Session as the list is sent to the venue for security and cross-referencing at the time of entry.
  - i. However, if you are interested in attending a Training Session within 3 days prior to the Training Session, please inform us and we will try to accommodate you.

### 3. Payment

- a. **You must make the Fee payment for the Training Session at least 24 hours** before the scheduled start time of the Training Session.
  - i. For example: If the Training Session is at 10 am on Saturday, you must make the payment to the ECU by 10 am on Friday (one day before Saturday).
- b. Currently, the Fee is £7 per session.
- c. Please make sure you have made the payment of the Fee by the deadline provided above, to:
  - i. Name: THE ENGLAND KABADDI UNION LTD

- ii. Account number: 16309473
- iii. Sort code: 040605

#### **4. Cancellation**

- a. If you have filled the form for a Training Session, you must inform us at least 24 hours in advance if you are unable to attend due to a change in your circumstances, whether you have paid or not.
  - i. For example: If the Training Session is scheduled for 10 am on Saturday, you must inform us by 10 am on Friday if your circumstances change and you are unable to attend.
- b. If you inform us about not attending the Training Session at least 24 hours before the scheduled start time of a Training Session and you have already paid then, we will:
  - i. Refund the Fee for that Training Session; or (your choice)
  - ii. Carry forward the Fee paid to a subsequent Training Session.

#### **5. No shows**

- a. If you cancel within 24 hours prior to the scheduled start time of a Training Session, or do not show up (without informing us) for the scheduled Training Session:
  - i. If you have already paid, then your Fee will be forfeited and non-refundable; or
  - ii. If you have not already paid then you will be liable to pay the Fee. Failure to pay this Fee shall bar you from attending any future Training Sessions until such fees are cleared.

#### **6. Cancellation of Training Sessions by EKU or the venue**

- a. If a Training Session is cancelled through no fault of yours, we will endeavour to inform you at the earliest and refund you the Fee for that Training Session.

#### **7. Exceptional circumstances**

- a. We may choose to depart from this Policy, on a good-faith basis, in exceptional circumstances or based on individual circumstances.

#### **8. Changes**

- a. As we organise more Training Sessions, there may be changes to this Policy. Any changes to this Policy or any other details mentioned in this Policy will be communicated through WhatsApp as and when required.

#### **9. Questions**

- a. Please let us know if you have any questions:  
[contact@englandkabaddi.com](mailto:contact@englandkabaddi.com).