

Date: _____

School contact name and address: _____

Dear _____ (name),

**ACU 10-Week Female Skill Acquisition Program (SAP) for Schools
Terms of Service**

We are pleased to advise you that school name (School) has been approved to participate in ACU's 10-week female Skill Acquisition Program (SAP) for your school.

Please read the below terms of agreement between the school and ACU. ACU will provide a 10-week Skill Acquisition Program (SAP) for the school. This is a paid service and the school can opt to pay an invoice to ACU or have parents pay for their child through an online payment portal. On behalf of the School, you acknowledge and agree that the School will:

1. provide a minimum of 10 students to sign up to the program;
2. advise ACU at least 24 hours before a scheduled session if they are expecting less than 4 students to attend. ACU will reserve the right to cancel the session in such circumstances;
3. provide ACU Sport Administrator with a completed list of student details; including names and any relevant medical conditions;
4. provide at least one school teacher from the School to be present at each session in addition to the ACU coach/es;
5. provide a flat unobstructed piece of grass measuring no smaller than 50m x 50m. The School is responsible for maintaining the surface. If pot holes are present, the School is obligated to put control measures in place to mitigate the risk of injury; and
6. permit ACU to take photos of the sessions for promotional purposes. Parents will also consent to this clause on the online payment portal.
7. release and indemnify ACU and hold it harmless with respect to all liability for death, personal injury and all other loss and damage, including damage to the School's property howsoever arising, except to the extent prohibited by law.
8. The cost of the program is \$110.00 (including GST) per student for the 10 weeks. The school must advise ACU if they will pay for all students in one invoice or prefer ACU to send through a payment link for the school to provide to parents. No student will be permitted to participate in the program until full payment has been made.
9. No refund will be provided for change of mind to the school or parent. A refund of 50% may be provided to the school or parent if a student is no longer unable to participate in the program due to an injury. A current medical certificate must be provided to ACU no later than 24 hours before the first scheduled session in order to receive the refund.

It is noted that ACU will:

1. facilitate the 10-week program as per the FFA National Curriculum;
2. provide coaches that are grassroots qualified with valid Working With Children Check (WWCC); and
3. seek approval from the school to use images taken during the sessions for promotional purposes.

If the School agrees to the above terms and conditions of this program, please sign a copy of this letter and return to Ms Ashleigh Campbell (ACU Sports Activity Officer) at acufootballclub@acu.edu.au.

ACU looks forward to facilitating a fun and educational football program for your students.

Yours sincerely,



Paul McJannett

Director, Student Engagement & Services
Office of the Deputy Vice-Chancellor (Students, Learning & Teaching)
Australian Catholic University

I _____ (name), _____ (positing at school), as an authorised representative of the School agree to the above terms and conditions of the Female SAP program.

(sign)

(date)