



## Enrolment Form La Janda IB Youth Program

### **PARENT OR GUARDIAN DETAILS**

Name: \_\_\_\_\_  
 Surname: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Contact Telephone: \_\_\_\_\_

### **STUDENT DETAILS**

Name: \_\_\_\_\_ **COURSE DATES:** \_\_\_\_\_  
 Surname: \_\_\_\_\_ 2<sup>nd</sup> July – 16<sup>th</sup> July   
 Date of Birth: \_\_\_\_\_  
 Nationality: \_\_\_\_\_

Address: \_\_\_\_\_  
 Contact Telephone: \_\_\_\_\_  
 Spoken Languages: \_\_\_\_\_

Spanish Knowledge (\*):  
 Beginner  Elementary  Pre-Intermediate   
 Intermediate  Upper-Intermediate  Advanced

\*There will be a Spanish level test when you enrol

### **Interests for CAS voluntary work:**

Environmental  Work with children  Community   
 Biodiversity  Work with animals  Occupational Therapy   
 Social Inclusion

### **ACCOMMODATION SPECIFICATIONS**

The accommodation will be with a Spanish family and you share a double room (full board). It is calculated from Sunday to Saturday. Extra nights can be booked if available with a cost of €60 a night.

**NB:** sheets and towels are included, please bring beach towels.

In order to find the right family for we need to get information about:

Do you have an allergy?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
If yes please specify:			
Do you have any dietary requirements? (vegetarian,...)?	Yes <input type="checkbox"/>		
If yes please specify:			
Are you taking any medicines or have a pre-existing medical condition that we should know about? Please specify:			
Are you taking medication? Please specify:			
*We recommend students who are taking medication bring a sufficient supply of their usual medication with them.			
Do you smoke?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Do you have any other special requirements? If yes please specify:			
<b>TRANSFER</b>			
Do you plan on requesting an airport transfer?	Yes <input type="checkbox"/>	I don't know yet <input type="checkbox"/>	No <input type="checkbox"/>
Arrival and departure:	Arrival <input type="checkbox"/>	Departure <input type="checkbox"/>	Both <input type="checkbox"/>
<p><b>NB:</b> Airport transfer costs are <u>not</u> included. Our nearest airports are: <b>Jerez</b> (87 km), <b>Gibraltar</b> (87 km) and <b>Seville</b> (165 km). However, students who plan to travel via <b>Malaga</b> airport (195 km) should aim to arrive and depart on the relevant Sunday between 12-14pm to make it more viable for students to share the airport transfer service and costs.</p> <p>Airport transfers are available from all airports listed above, <b>but the cost will depend on the distance and whether the taxi is shared with other students. For this reason we ask all students to let us know of their proposed flight times prior to booking them</b>, to enable students to travel together whenever possible. The school is happy to make these transfer arrangements on the student's behalf, the cost of which will be charged to the student.</p>			
<p><b>Please bring the following documents with you when travelling:</b>  European Medical Card (this is recommended)  Any other document required in your home country for travelling abroad (Parental Authorization...)</p>			
<p><b>2 week program cost: €2790</b></p> <p><b>We require a 50% deposit to be paid upon registration to secure your place on the course and the remaining balance to be paid by June 2<sup>nd</sup> 2023.</b></p>			

Please forward completed registration forms to:

[info@lajanda.org](mailto:info@lajanda.org)

**For further information please get in touch:**

La Janda Spanish School  
Avenida San Miguel, 19  
Vejer de La Frontera, Cadiz  
T +34 956 447 060

[www.lajanda.org](http://www.lajanda.org)

[info@lajanda.org](mailto:info@lajanda.org)



RGPD y normativa española concordante: los datos de carácter personal que nos proporciona cumplimentando este formulario serán tratados por INSTITUTO INTERNACIONAL LA JANDA, S.L. como Responsable de Tratamiento. La finalidad de la recogida y tratamiento de los datos es prestarle el servicio que nos encomienda, para lo que estamos legitimados en base a su consentimiento. No realizaremos análisis de perfiles ni cedaremos la información salvo por obligación legal.

Por favor, indíquenos si podremos enviarle publicaciones, promociones y/o recursos de su interés, vía electrónica, postal o por cualquier otro medio:  Sí  No. En caso de consentir, podrá revocar dicho consentimiento en: CL. SAN MIGUEL, 19 - 11150 VEJER DE LA FRONTERA (CÁDIZ).

Los datos que nos facilita están ubicados en nuestros archivos y/o servidores. Puede acceder, rectificar, limitar y suprimirlos en CL. SAN MIGUEL, 19 - 11150 VEJER DE LA FRONTERA (CÁDIZ) Tiene derecho a presentar una reclamación ante la Agencia Española de Protección de datos en: [www.agpd.es](http://www.agpd.es)

Mayor información en el Reverso del documento, página web o en nuestras dependencias.



## **Guidelines for participants of the La Janda IB Youth programme**

### **The course**

Spanish classes take place from Monday to Friday between the hours of 9:30 – 13:10. Students should be punctual and advise in the La Janda office should they have to miss a class, CAS placement or any other organised activity.

### **Free time programme**

On the first day student will receive the schedule of the activities planned for the week. All activities will be conducted in Spanish, accompanied by a La Janda teacher or specialist monitor.

The name of the monitor in charge of the junior group and his/her cell phone number will be forwarded to you at the beginning of your stay. In case you cannot attend an activity or will arrive late to the meeting point, please call and advise your monitor or the school. The activity programme also leaves some free time for activities such as shopping, meeting friends, sports etc.

### **Student's Commitment**

The student must and here agrees to:

- Act in a courteous, considerate and responsible manner with respect to fellow students and La Janda School staff and teachers.
- Return to their host families by the set curfew times.
- Not consume alcohol or tobacco.
- Behave in a responsible manner and comply with Spanish laws at all times.
- Comply with the reasonable requests and direction of the La Janda School staff.

### **Breach of Student's Commitment**

Any breach of the above conditions will be reported at the earliest possible convenience to the parent / guardian and may lead to the student's dismissal from the course and an early return home. In such circumstances there will be no refund of fees and the parent / guardian will be liable for all expenses incurred with respect to changed travel and related accommodations.

### **Accommodation**

The family provides breakfast, lunch and dinner. If school activities are planned at lunch time, the host family will give you a packed lunch. Please show every respect for your host family and their way of doing things. Laundry will be done once a week by your host family

### **Curfew**

The established curfew is 23:30 during the week (Sunday to Thursday) and 24:30 on Fridays and Saturdays. This curfew is obligatory and no exceptions can be made. Please remember that your host family is obliged to report any delays to the School for your own safety and wellbeing.

### Smoking/alcohol

Under Spanish law it is forbidden to sell alcoholic beverages and cigarettes to persons under 18. Smoking and drinking alcohol is not permitted on this programme, and any incidents will be reported directly to the school and the student's parents.

### Illness

Please let us know about any pre-existing medical conditions or medications that students are taking. We advise that students make sure they bring with them any medicines they need to take.

### Photos

We often take photos of the students during the classes, activities and excursions. These photos are not all used, but sometimes we like to publish them on our social media pages such as Facebook or on our website. If you do not wish for your child to appear on any of our sites or material, please specify this below your signature.

We are always open to suggestions and new ideas, as we want everyone taking part to have an unforgettable stay with us. Students are always welcome to approach us for assistance. On the other hand, we expect the rules listed above to be adhered to as misconduct could result in the student's expulsion from the programme and immediate return home at the parents' expense.

**Parents or legal guardians please confirm with a signature this form as read, understood and accepted.**

Please return the form to your agency or directly to the school

Name of participant: \_\_\_\_\_ Name of parent: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Signature of parent: \_\_\_\_\_ Date \_\_\_\_\_

Signature of student: \_\_\_\_\_ Date \_\_\_\_\_

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# Terms & Conditions

## PAYMENT PROCEDURE

1. Send the completed “Parental Guidelines” documents to [info@lajanda.org](mailto:info@lajanda.org)

You will then receive an invoice by e-mail asking you for a deposit, we require a pre-payment of 50% of the total price of the course in advance.

Payment can be done by credit card over the phone or bank transfer (bank details appear on invoice).

2. On receipt of your deposit your booking is reserved and you will receive a confirmation e-mail.

3. Approximately 10 days before the beginning of the course and once full payment has been received, La Janda will send you information concerning your accommodation.

Please note:

- Students who enrol fewer than 20 days prior to the course starting date are required to pay all fees upon enrolment.

- Please note payments are only accepted in Euros and must be received by La Janda 10 days prior to the course starting date.

4. There is €45 administration fee chargeable for each invoice.

## CANCELLATIONS:

- 1) Notice given 20 days before start date: full refund less a 200€ which we retain as a deposit which will be valid for one year towards any other booking.
- 2) Less than 20 days notice before start date: student will be charged for the first two weeks of the course and will be refunded in full for any remaining amount.
- 3) Students who start but do not finish their programme will not be reimbursed any course fees.