



## E-Learning Courses Terms & Conditions

### Approval

Approved by	Owner	Dept	Date
BGF Executive	Louise Roberts	Love to Move	7 <sup>th</sup> Aug 2025

### Document History

Version	Summary of Changes	Document Status	Date
V1.0		Live	7 <sup>th</sup> Aug 2025

## Terms and Conditions

### 1. Introduction

Please read these Terms and Conditions carefully as application to a course with British Gymnastics Foundation is deemed acceptance of them. If you have any questions or require clarification of the content, please contact the British Gymnastics Foundation Team on: [theteam@britishgymnasticsfoundation.org](mailto:theteam@britishgymnasticsfoundation.org)

These Terms and Conditions apply to all E-Learning courses developed and provided by British Gymnastics Foundation and will form the entire agreement between British Gymnastics Foundation and the learner in respect of the course and its provision.

For the avoidance of doubt British Gymnastics Foundation courses organised and delivered by external providers will be covered by their own Terms and Conditions, details of which can be obtained by contacting the course organiser.

### 2. Cancellation charges

- 2.1 Once an enrolment has been made, the learner is liable for the fee, regardless of whether they later decide to withdraw voluntarily from the course.

- 2.2 No refunds of fees will be permitted once the learner has started the E-Learning course for any reason, including but without limitation, withdrawal from a course or non-completion.

### **3. Contract and Cooling Off Period**

- 3.1 Upon application to an E-Learning course provided by the British Gymnastics Foundation, learners acknowledge their understanding of and acceptance of these Terms and Conditions and enter into a legally binding contract with the British Gymnastics Foundation. Learners have the right to cancel this contract at no cost within seven days of receipt of application by British Gymnastics Foundation providing the E-learning course has not been started. Such cancellation must be in writing to the course organiser.
- 3.2 In the event of a cancellation under this clause, reimbursement of any fees paid will be made in full, wherever possible within 30 days of receipt of the cancellation request.

### **4. Copyright and Intellectual Property**

- 4.1 The copyright of all material provided by the British Gymnastics Foundation shall (unless expressly stated or otherwise) remain vested in British Gymnastics and may not be reproduced without British Gymnastics' specific written consent.
- 4.2 All intellectual property rights derived from any work created by a learner during or as part of a course shall and hereby vest in British Gymnastics.

### **5. Data Protection and Personal Data**

Please refer to the British Gymnastics Foundation Data Protection Policy and Privacy Statement which can be found on the [British Gymnastics Foundation website](#).

### **6. Eligibility**

- 6.1 The only eligibility criteria is that learning must be 18 years or above before completing the courses.

### **7. Equal Opportunities**

- 7.1 The British Gymnastics Foundation is committed to promoting equality of opportunity for all learners to ensure that no-one is discriminated against on the grounds of age, disability, gender reassignment, race, religion or belief, sex, sexual orientation, marriage and civil partnership and pregnancy and maternity.

### **8. Payment Terms**

- 8.1 All course fees are due at the time of application and should be made in Sterling.
- 8.2 The learner shall be responsible for the payment of the fees even if a sponsor has agreed to register the learner to a course and pay the fees on

their behalf. It is the responsibility of the learner to ensure that the sponsor pays the fees. For the avoidance of doubt, in the event that a sponsor fails to pay the fees as may have been agreed between the sponsor and the learner, the learner will remain solely responsible for payment.

- 8.3 The British Gymnastics Foundation reserves the right not to accept applications from learners where fees or other costs from previous courses remain outstanding until such time as all outstanding fees or other outstanding costs are paid.
- 8.4 Where successful completion of a course results in the award of a certificate, British Gymnastics Foundation reserves the right to withhold the issue of certificates where fees or other monies are owed to the British Gymnastics Foundation.
- 8.5 British Gymnastics Foundation may take legal action for the recovery of monies due and in such circumstances British Gymnastics Foundation reserves the right to recover the cost of such action in addition to the outstanding monies.
- 8.6 All prices in respect of course fees are correct at time of going to press. In the event of an increase learners will be notified accordingly and those not wishing to pursue courses at the increased fee must notify British Gymnastics Foundation in writing, within seven days of receiving notice of the increase and British Gymnastics Foundation shall reimburse all monies already paid.

## **9 Course fees include:**

- 9.1 Course e-learning
- 9.2 Certificates of completion
- 9.3 Access to re-visit the E-Learning for as long as it is current

## **10. Rights and obligations of the British Gymnastics Foundation**

- 10.1. The British Gymnastics Foundation shall use reasonable endeavour to provide the learner with an education service to include useful, accurate and up to date information to support their delivery to older adults.
- 10.2 The British Gymnastics Foundation reserves the right to make alterations or updates to E-Learning courses without prior notice provided such alterations shall not substantially affect the course content or qualification.

## **11. Rights and obligations of the learner**

- 11.1 Learners shall meet and comply with the requirements and/or standards set out in these Terms and Conditions. The British Gymnastics Foundation reserves the right to withdraw access to the course if a learner fails to:
  - 11.1.1 Familiarise themselves with all relevant course policies and course requirements.
  - 11.1.2 Satisfy themselves that the particular course they have chosen meets their requirements by reading all available information on the course prospectus before commencing the course.

## **12. Health and Safety**

- 12.1 Learners need to take personal responsibility for the health and safety of themselves whilst taking part in a British Gymnastics Foundation Course including taking regular break from a desk/ computer and keeping hydrated.
- 12.2 Learners are responsible for monitoring their own physical and mental health and should be aware that course content could be emotionally upsetting or distressing for some people.

**13. Complaints and Appeals**

- 13.1 Where learners have cause to make a complaint, about and E-learning course provided by British Gymnastics Foundation, this is covered under the British Gymnastics Foundation Complaints Policy. This can be found on the [British Gymnastics Foundation website](#)  
All complaints will be responded to in accordance with the complaints policy.