



Kings Young Learners: Booking Form 2026

1. Student details

Surname

First names

Preferred name

Student mobile phone number (inc. international code)

Date of birth (dd/mm/yy):

Male

Female

Country of birth

Current citizenship

Home address

Student language

Current level of English

Passport number

Passport expiry date

2. Emergency contact details (mandatory)

Please provide two emergency contacts of which one should be the parent/guardian

Parent/guardian name:

Second Emergency contact name:

Relationship to student:

Relationship to student:

Parent/guardian email address:

Second Emergency contact email address:

Parent/guardian phone number:

Second Emergency contact phone number:

Parent/guardian native language:

Second Emergency contact native language:

Parent/guardian level of English:

Second Emergency contact level of English:

3. Consent for the Use of Images and Video - Please note this section MUST be completed

During our courses, we may wish to take photographs or video recordings for our own records or for communicating to parents and students. Images or film of students may also be used as part of our classroom curriculum and in our promotional materials, marketing emails or our website.

To comply with the General Data Protection Regulation, we ask for your consent before we record any images of students.

☐ I consent

☐ I do not consent

You have the right to withdraw consent at any time. Should you wish to withdraw consent, please contact us.

4. Health and medical information

Please ensure all questions are answered

Does the student have any medical condition?

YesNo

If yes, please give the name of the condition:

Does the student require medication?

YesNo

If yes, what is the name of the medication?:

Please provide details about the medication (specify if the student needs assistance with the medication, if the medication is tablet, creams etc, what dosage is required, how often should the dosage be given, and any other relevant information):

Please provide any further detail regarding medication or medical conditions:

Do you consent to first aid being administered and appropriate non-prescription medication given to the student as/when required? Yes No

Does the student have any allergies (e.g. penicillin, dairy)?

YesNo

(If yes, please provide details below)

Does the student have any learning or behavioural difficulties (e.g. dyslexia)?

YesNo

(If yes, please provide details below)

Does the student have any special dietary requirements (e.g. vegetarian, halal only etc.)?

YesNo

(If yes, please provide details below. A supplement may apply)

Does the student have any family problems (e.g. recent death in the family, parents recently divorced, etc.)?

YesNo

(If yes, please provide details below)

5. Course details

Course start date (dd/mm/yy):

Course end date (dd/mm/yy):

Number of weeks:

Residential Summer Centres	Course with accommodation option			
Malibu	Summer Course Residential Accommodation	+ Surfing* Residential Accommodation		
New York	Summer Course Residential Accommodation	Discover New York Residential Accommodation		
Ascot (St. Mary's)	Summer Course Shared Room Single en-suite room*			
Bath (Downside)	Summer Course Residential Accommodation	+ Horse riding* Residential Accommodation	+ Tennis* Residential Accommodation	Spring Programme Residential Accommodation
Central London (UoL)	Summer Course Single Standard Single en-suite room*	Discover London Single Standard Single en-suite room*	Leaders of Tomorrow Single Standard Single en-suite room*	
Central London (South Bank)	Summer Course Residential Accommodation	Discover London Residential Accommodation		
Moreton Hall	Parent & Child Residential Accommodation			
Berkshire (Downe House)	Summer Course Residential Accommodation	+ Golf* Residential Accommodation	+ Harry Potter* Residential Accommodation	

* Charges apply to Specialist Courses in all centres and Single en-suite room requests in Ascot and University of London. Ascot en-suite rooms are available for female students aged 13+, please note this is subject to availability at time of booking.

City Summer Centre	Course with accommodation option	
Bournemouth	Experience Bournemouth (age 12-17) with: single homestay (full-board) twin homestay (full-board)	Charminster residence single (12+) (Full-board)
London (Beckenham)	Experience London (age 14-17) with: single homestay (full-board) twin homestay (full-board)	

Summer Academy**	Course with accommodation option		
Bournemouth	Summer Academy: GCSE Prep (age 14-16) with Charminster residence single en-suite		
Oxford	Summer Academy: Business and Economics (age 15-17) with: Wavy Gate residence single en-suite	Summer Academy: STEM (age 15-17) with: Wavy Gate residence single en-suite	Summer Academy: Medical (age 15-17) with: Wavy Gate residence single en-suite

**Take our free online test to test your English level for our Summer Academy course: Leaders of Tomorrow, GCSE Prep, Business and Economics, STEM, Medical [here!](#)

Rooming Request (subject to availability).
Please provide details for your request (e.g., to share with a friend and name of the friend)

Unless otherwise requested, we mix accommodation according to students' age and nationality in order to provide them with suitable roomnares, the opportunity to meet new friends from different countries, and encourage them to speak English as frequently as possible.

6. Specialist courses ability

Please only answer this section if attending horse riding, golf, tennis or surfing course.

Horse riding ability (number of years riding):

Tennis ability (number of years playing tennis):

Golf ability (number of years playing golf):

Can the student swim 10 metres unaided?

7. Airport transfer details*

Full flight details can be sent later if they are not known at this point.

Please tick the required transfer service

Arrival

Departure

Arrival and departure

Please tick here if you do not require a transfer service**

No arrival transfer

No departure transfer

No arrival and no departure transfer

Arrival

Date (dd/mm/yy):

Flight number

Departure airport

Arrival airport

Flight arrival time

Departure

Date (dd/mm/yy):

Flight number

Departure airport

Arrival airport

Flight departure time

Are you on a connecting flight? Yes No

Has the student been booked as an Unaccompanied Minor with the airline? Tick if yes: (Supplement applies)

*Students on flights to and from Heathrow between 9am to 7pm for arrivals and 10am to 8pm for departures will be automatically added to our Heathrow Shuttle service. This does not apply to students joining London Beckenham or Kings Oxford.

**Please note that an Own way arrival/departure form will be required prior to arrival and an adult/guardian must accompany all students under 18 to/from school daily. Also note that all Bath (Downside) students joining the overnight Stay in London should be collected from London (address to be provided prior to arrival).

8. Student insurance

The student must have appropriate accident and medical insurance before they can travel to any of the Kings Young Learners locations, and **Kings must be sent a copy of the travel insurance document in advance of the course**. We recommend the Kings Student Insurance. Details of cover and policy are available at [kingsyounglearners.com](#).

Please tick if you require student insurance for your child. (automatically added to each USA booking at \$65 a week unless proof of own insurance is shown at time of booking)

9. Payment details

You can pay for your course by paying either a deposit or the full fees. A deposit can be paid for courses starting four weeks or more from the time of payment. If the course starts less than four weeks from payment date, full fees are payable.

For payment information and methods, please see our website:
<https://www.kingseducation.com/factsheets/pay#young>

If you will be government sponsored for your studies, please provide the name of your sponsor below

You can also make a donation to Kings' charity partner, Theirworld, a global children's charity committed to ending the global education crisis and unleashing the potential of the next generation. Find out more at <https://www.justgiving.com/team/kingscmu>

Please note that no documentation will be issued until we receive either a deposit or full payment if your course starts in less than four weeks.

10. Privacy Notice for Student

1. About us and your data

Kings Education is a specialist international education group providing pre-university academic programmes and English language courses for students from over 80 countries worldwide. This privacy notice is to inform you about how we use your personal data. It is important that you read this privacy notice together with any other privacy notice or fair processing notice we may provide on specific occasions when we are collecting or processing personal data about you so that you are fully aware of how and why we are using your data.

2. The personal data we hold, purposes and lawful bases

The data or type of data we process	The purpose of processing that data	The lawful bases for processing this data
Your name, date of birth, gender, addresses, email addresses and phone numbers	To identify you and communicate with you	Fulfilment of a contract with you Compliance with a legal obligation
Your nationality, ethnic background, any special educational needs, special requirements or disabilities	To provide appropriate information and assistance for you	Fulfilment of a contract with you Compliance with a legal obligation
Next of kin and emergency contact numbers	In the event of an emergency	To protect your vital interests
Your passport, BRP and visa details	To meet government immigration regulations	Compliance with a legal obligation
Bank account details	To manage payments and refunds	Fulfilment of a contract with you Compliance with a legal obligation
Your educational records and test or exam results from previous schools	To offer you the most appropriate courses	Fulfilment of a contract with you
Your medical information, including medications you take, allergies and dietary requirements	To help you manage your health while you are with us	Fulfilment of a contract with you Compliance with a legal obligation
Your educational records and test or exam results from Kings	To manage your progress while studying with us	Fulfilment of a contract with you
Your attendance records and booking in/out records for school and residence	To meet government immigration and safeguarding regulations	Fulfilment of a contract with you Compliance with a legal obligation
Details of your welfare such as how you are getting on at Kings, safeguarding or child protection records and any problems or issues you may have had	To look after your wellbeing and meet government safeguarding regulations	Fulfilment of a contract with you Compliance with a legal obligation
Details of any behaviour issues or exclusions	To manage discipline in the schools	Necessary for our legitimate interests (to manage school discipline)
Images	For maintaining security For marketing our services	Compliance with a legal obligation Where you have given us consent
CCTV footage	For security management	Compliance with a legal obligation
Data about your use of information and communications systems, including Internet use	To meet our safeguarding obligations To administer and protect the school	Compliance with a legal obligation Necessary for our legitimate interests (to secure our buildings)

Sometimes, we may also use your personal information where:

- You, or your parents/carers have given us permission to use it in a certain way
- We need to protect your interests (or someone else's interest)

3. Collecting personal data

- While in most cases you, or your parents/carers, must provide the personal information we need to collect, there are some occasions when you can choose whether, or not, to provide the data.
- We will always tell you if it is optional. If you must provide the data, we will explain what might happen if you do not.

4. When do we share personal data?

Where it is legally required, or necessary for another reason allowed under data protection law, we may share personal information about you with:

- **Our local authority — to meet our legal duties to share certain information with it**
- **The Department for Education (a government department)**
- **Your family and representatives**
- **Fee payers**
- **Educators and examining bodies**
- A trusted educational agent in your country — to help you during the application process
- **Our regulators (Ofsted and British Council)**
- **Suppliers and service providers — so that they can provide the services we have contracted them for, such as online satisfaction surveys, transfer or taxi companies, excursion providers**
- **Financial organisations**
- **Central and local government**
- **Our auditors**
- **Health authorities**
- **Security organisations**
- **Health and social welfare organisations**
- **Professional advisers and consultants**
- **Charities and voluntary organisations**
- **Police forces, courts, tribunals**
- **Professional bodies**

5. Your rights

Under certain circumstances, you, the data subject, may have the following rights:

- **Right of access:** you have the right to request a copy of the information that we hold about you
- **Right of rectification:** you have a right to correct data that we hold about you that is inaccurate or incomplete
- **Right to be forgotten:** in certain circumstances you can ask for the data we hold about you to be erased from our records
- **Right to restriction of processing:** where certain conditions apply you have a right to restrict the processing
- **Right of portability:** you may have the right to have the data we hold about you transferred to another organisation
- **Right to object:** you have the right to object to certain types of processing such as direct marketing
- **Right to object to automated processing, including profiling**

Some of these rights may not apply where we are legally obliged to keep or share your personal data.

In certain circumstances, you may have additional rights beyond those above. Further information is contained in our full Data Protection Policy: kingseducation.com/factsheets/gdpr

If you want to exercise your rights, please contact our Data Protection Officer.

(See Section 9: Contact us for details).

6. How long do we keep your data?

We will keep personal information about you while you are a student at our school. We may also keep it after you have left the school, where the law requires us to:

We have a Data Retention policy, which sets out how long we must keep information. This can be viewed on our website here: kingseducation.com/factsheets/gdpr

7. Transferring data internationally

Where we share data with an organisation that is based outside the European Economic Area, we will protect your data by following data protection law.

8. Complaints

We take any complaints about how we collect and use your personal data very seriously, so please let us know if you think we have done something wrong.

You can make a complaint at any time by contacting our Data Protection Officer.

(See Section 9: Contact us for details).

You can also contact the Information Commissioner's Office (ICO) in one of the ways listed below. We would, however, appreciate the chance to deal with your concerns before you approach the ICO so please contact us in the first instance.

Report a concern online at: <https://ico.org.uk/concerns/>
Telephone: +44 (0) 303 123 1113
Or write to:

Information Commissioner's Office,
Wycliffe House,
Water Lane,
Wilmslow,
Cheshire,
SK9 5AF

9. Contact us

If you have any questions, concerns or would like more information about anything mentioned in this privacy notice, please contact our Data Protection Officer:

Allan Maule
Kings Data Protection Officer
58 Braidley Road,
Bournemouth,
Dorset,
BH2 6LD
Email: privacy@kingseducation.com
Tel: +44 (0) 1202 293 535

Our full Data Protection Policy can be viewed on our website at: kingseducation.com/factsheets/gdpr

11. Parental consent and signatures

We hereby give consent for:

- My child/ward to study with Kings Young Learners in the UK / USA.
- The Centre Manager to make emergency decisions for my child while on the Kings Young Learners programme.
- My child/ward to receive (in the event of an emergency) medication as instructed and any emergency dental, medical or surgical treatment, including anaesthetic or blood transfusion, as considered necessary by the medical authorities present. Please note that any financial charges for medical treatment remain the responsibility of the student / parent / guardian.
- All students must have medical / travel insurance. Kings should be sent a copy in advance of the course. Please note for USA bookings Kings insurance will be added automatically at booking stage unless proof of own insurance is given.
- My child/ward to participate in off-site activities and excursions organised by Kings and other external providers.
- My child/ward's images, photos or comments to be used in Kings promotional materials.
- My child/ward (aged 13 or over) may go shopping in small groups on excursions without the supervision of course staff (all 12s and under are always closely supervised).
- For students studying in Kings London Beckenham and Kings Bournemouth and staying in a homestay: my child/ward to make their own way to and from the school daily (unsupervised).

Declaration: To Whom It May Concern:

I have read and accept [Kings Terms and Conditions](#).

I agree to release Kings Young Learners from any liability resulting from any causes of action for personal injury, disability, medical expenses, property damage or theft, or any other claims that may arise from my child's participation. Kings will take all reasonable precautions to ensure the safety and well-being of all students.

I understand that if my child/ward breaks any of the rules, they may be sent home immediately and at our own cost.

Signature of student's parent/guardian (for students under 18):

Date (dd/mm/yy):

Signature of student over 18:

Date (dd/mm/yy):

12. What happens next

On receipt of a completed application form, Kings Young Learners will:

- 1) Confirm availability.
- 2) Require a non-refundable deposit of £300/\$250 or Full payment (if booking 4-weeks prior to arrival). For more information about how to pay, see here: <https://www.kingseducation.com/factsheets/pay#young>

On receipt of your payment, we will send:

- Confirmation letter including a Pre-arrival Guide with useful information prior to arrival
- Invoice for the full fees
- Visa document (if required)
- Insurance document (if required)

Thereafter, you must arrange for the full remaining balance of fees to be paid at least 4 weeks before the start of the course and ensure that all flight details are provided to us 4-weeks prior to arrival.

Contact information

For further information please contact:

Kings Young Learners

The Old Market
Upper Market Street
Hove
BN3 1AS

T +44 (0) 1273 917166

E younglearners@kingseducation.com

To contact us online: [kingsyounglearners.com](https://www.kingsyounglearners.com)

Booking

Booking your child's course is straightforward. You can choose from two ways to book:

1. Via your local educational partner. If you need help locating your nearest partner, please contact us.

2. By completing this enrolment form and emailing it to Kings Young Learners at: younglearners@kingseducation.com