**University of Manchester Sport – Online Booking Service**

**Terms & Conditions**

UoM Sport Terms & Conditions apply to all bookings at all times; this document contains terms & conditions for any bookings made via the Online Booking Service located at: <https://sportonline.manchester.ac.uk/bookings/>. These terms & conditions are subject to change; the latest version of this document can be obtained from: [Website Terms and Conditions](https://sites.manchester.ac.uk/sport/memberships/)

1. **Gym and Fitness Class Bookings** 
   1. Members may only attend gym session a class if they have booked a space. Capacity in the gym and in all classes are limited and holding a membership does not offer a guaranteed place on any class.
   2. Bookings made through the Online Booking Service are subject to the following restrictions:
      1. A maximum of 4 bookings paid for in any one transaction
      2. A maximum of 2 bookings taking place on any one day
      3. A maximum of 16 bookings across any 8 day period.
   3. Gold Members may only attend gym sessions & classes in which they have pre-booked a space.
   4. Members should arrive for all gym sessions & classes no earlier than 5 minutes prior the published start time. Late entry to a class may result in the refusal of admission by the instructor for health & safety reasons.
   5. Members must “check in” for their fitness session on arrival at the Armitage Sports Centre via the self-service kiosk located in reception or at the reception desk itself. Upon checking in, the member will be issued with a ticket which they must take with them to the fitness class and present to the instructor or member of UoM Sport staff when requested to do so.
   6. Failure to attend or “check in” to a class that has been booked will result in a non-attendance strike on the member’s profile. Once 3 strikes are accumulated a fine may be issued for non-attendance.
   7. If a class has to be cancelled or changed you will be notified ASAP using the contact details held in your membership profile. It is your responsibility to keep your contact details up to date; Existing Members can do so online by using the ‘Change Personal Details’ option on the membership system: <https://sportonline.manchester.ac.uk/memberships/>

**1.1 Covid – 19 Information**

**Terms and Conditions of Use: From 1st September 2020 until Further Notice.**

* 1. If you are symptomatic, or living at home with someone with a COVID-19 infection, or if you are classified as extremely vulnerable on health grounds you should remain at home
  2. You must adhere to the Centre Guidelines in place at all times – Failure to do so may result in being asked to leave the facility
  3. You must follow all signage and instructions whilst at the facility
  4. Equipment will be set up for the activity following government guidance to distancing, these must not be moved.
  5. You must provide your own mat if required for your session, we are not able to provide communal mats until further notice.
  6. You must provide your own water, water fountains and vending machines will not be available.
  7. Protective gloves and face masks will not be mandatory, but you will be welcome to wear them.
  8. Sanitising stations will be on site but you are advised to bring your own hand sanitiser
  9. Please come GYM / ACTIVITY Ready. Toilets Facilities will be available however changing facilities will not be available until further notice
  10. Please keep personal items to a minimum
  11. You will be expected to clean down your equipment before after use
  12. Fitness Classes are bookable online in advance.
  13. Gym Sessions are bookable online and are 50 minutes in length.
  14. You may book up to 8 x 50 minute sessions per 8 day period.
  15. Sessions are bookable up to 8 days in advance
  16. All members must check in for their session at the kiosk at the right hand side of reception on arrival
  17. All members require their gym / student card to gain access to their booked session. Please do not arrive any earlier than 5 minutes before your booked session.
  18. If you need to cancel your session, please do so a maximum of 1 hour prior to the session. Failure to notify of cancellation may incur a charge on your membership and you will not be able to use the gym until charge is paid.
  19. You must keep a record of your booking confirmation as you may be asked to show proof of booking upon arrival.

1. **Facility Hire / Activity bookings**
   1. Members must only book activities and classes in which they themselves will be participating.
   2. Bookings made through the Online Booking Service are subject to the following restrictions:
      1. A maximum of 4 bookings paid for in any one transaction
      2. A maximum of 2 bookings taking place on any one day
      3. A maximum of 16 bookings across any 8 day period.
   3. Payment is required at the time of booking for all activities and classes (where applicable, depending on membership).
   4. Members must check in at the kiosk in reception prior to their activity booking to confirm their attendance and space allocation.
   5. **Covid-19 information**

**Terms and Conditions of Use: From September 1st until further notice.**

* 1. If you are symptomatic, or living at home with someone with a COVID-19 infection, or if you are classified as extremely vulnerable on health grounds you should remain at home.
  2. You and your group must adhere to the Centre Guidelines in place at all times – Failure to do so may result in being asked to leave the facility.
  3. You and your group must follow all signage and instructions whilst at the facility
  4. Equipment for your activity will be set up for the activity following government guidance to distancing, these must not be moved.
  5. You / your group must provide your own equipment as required for your session, we are no longer able to provide the hire of equipment
  6. You and Your Group members must provide your own water, water fountains and vending machines will not be available.
  7. Protective gloves and face masks will not be mandatory, but you will be welcome to wear them.
  8. Sanitising stations will be on site but you and your groups are advised to bring your own hand sanitiser.
  9. Please ensure you and your group come ACTIVITY Ready. Toilets Facilities will be available in the Firs pavilion for outdoor activities only and the Armitage sports centre for indoor activities only. **Changing facilities will not be available until further notice**
  10. Please keep personal items to a minimum.
  11. You will be expected to clean your own equipment after use.
  12. All members must check in for their session at the kiosk at reception on arrival.
  13. All members require their membership card to gain access to their booked session. Please do not arrive any earlier than 5 minutes before your booked session.
  14. You must keep a record of your booking confirmation as you may be asked to show proof of booking upon arrival.
  15. All members of your group must be members of the Armitage Sports centre
  16. The member responsible for your session / booking must keep a record of all participants in your session for NHS track and trace purposes.

1. **Cancellations**
   1. No refunds are available through the Online Booking Service. If an activity booking or class enrolment needs to be moved or cancelled this must be done by visiting the Armitage Sports Centre reception in person or phoning 0161 306 9988.
   2. UoM Sport Management reserves the right to cancel or postpone any booking for repairs/maintenance, events, or similar such instances, given a reasonable notice period. Any such cancellation would receive a full refund of all payments.
   3. UoM Sport Management reserves the right to cancel a booking with immediate effect if the booking is posing a risk to health and safety of the member, the facility or others. Any such cancellation would not be eligible for a refund.
2. **Responsibility of the Hirer for Good order and safety**
   1. The member shall ensure that activities are conducted in a manner that complies with all legislation, customer code of conduct and general regulations of the facility being used.
   2. The member shall ensure all users within the member’s party or group comply with the same conditions that apply to the member. The member shall be liable for any breach thereof as if such breach had been committed by the member.
3. **Breach of Regulations**
   1. Any member who is deemed by UoM Sport to be offering a structured supervised session, part of a business undertaking (including self-employed enterprise), a session held under an affiliation to a governing body or club, or anything other than a casual sport or activity booking for personal use, is in breach of the Online Booking Service Terms & Conditions.
   2. Any such breach of regulations will result in immediate cancellation of the booking without refund. Should UoM Sport deem it appropriate, for example after repeated breaches, all bookings made by the member, and any associates, may be cancelled without refund and the member’s profile may be suspended until such time as UoM Sport deem otherwise.
   3. If any booking or enrolment is cancelled by UoM Sport as a result of a breach of any conditions (as to which the decision of the centre shall be final) the member shall remain liable for all charges associated with the booking.