



Private Swimming Lesson Enquiry Form

Date of enquiry: dd / mm / yyyy

Please tick the centre you are interested in:
☐ TPFC ☐ POTP

Lesson information:
☐ 1-2-1 ☐ 1-2-2 ☐ 1-2-3
☐ adult ☐ child/children

Ability level:
☐ non-swimmer ☐ beginner
☐ intermediate ☐ advanced

Preferred day/time:
☐ Weekdays ☐ specific day/s:
☐ Weekends ☐ specific day/s:

Preferred time/s:
Name of adult or child/children wanting a lesson:

Name of parent if lesson is for child/children:

DOB of child/children:

Contact number:

Email address:

Please tick here if you wish to receive marketing by: Mail ☐ Email ☐ SMS ☐ Telephone ☐

Privacy and Data Protection - For full details of our policy please visit www.richmond.gov.uk/council/open_richmond/data_protection

Do you consider yourself (if booking an adult lesson) or your child to have any special requirements? If yes, please give details below:

.....
.....

Do you or your child have any disabilities?:
☐ yes ☐ no

If so please provide more details:
.....

Is usage of the hoist or hydro pool required?
☐ yes ☐ no

Is there a preference on the gender of the teacher? ☐ male / ☐ female ☐ N/A

Please list any other information that may help to get the best out of the swimming lessons:
.....
.....
.....



Terms & Conditions

- Please provide 24 hour's notice to cancel at any time. Bookings can then be transferred to another date.
- Less than 24 hour's notice will result in you being charged the full amount.
- If booking and payment are not made 7 days in advance the teacher has the right to not teach the lesson.
- Initial bookings will be arranged directly through the Swimming Instructor. Bookings and payment are then processed by the centre directly.
- If you are running late for any lesson please contact the Swimming Instructor directly, failing that please contact the Centre where the lesson is taking place.
- There is no guarantee that the lesson can be fully delivered if you are late by more than 10 minutes. This will depend on the instructors availability and their discretion.
- The Centre reserves the right to close any facility at short notice in the event of any unforeseen circumstances.
- If your contact details, emergency contact or medical conditions change at any time please notify reception and the instructor immediately.
- Frequent lateness or cancellations made may result in your lesson being forfeited and offered to someone else on the waiting list.
- No free swimming is permitted before or after the Private Lesson unless paid for at reception.

Teddington Pools & Fitness Centre
Vicarage Road, Teddington TW11 8EZ
www.richmond.gov.uk/tpfc

Pools on the Park
Old Deer Park, Twickenham Road, Richmond TW9 2SF
www.richmond.gov.uk/potp

Phone: 020 3772 2999

