



Terms and Conditions

Please read these terms and conditions (the *T&Cs*) carefully as they contain important information regarding the application and acceptance processes of the courses (the *Courses*) offered by us (*Little Habs*) and the rules relating to the daily operation of Little Habs. By using services provided by or otherwise relating to Little Habs (including application for Courses) (the *Services*), you are indicating that you have read, and that you understand and agree to be bound by these T&Cs. If you do not agree to these T&Cs, you will not be able to access or otherwise use any Services.

Enrolment

1. Application for a place (the *Place*) in Courses must be submitted by completion of an online application form available on the website of Little Habs (the *Application*).
2. An application number will be assigned to each Application after submission of the Application. Please retain the assigned application number for future enquiry and correspondence purposes.
3. Application form has to be duly completed and accurate (including submission of all required documents and timely full payment of relevant tuition fees) to be valid. Incomplete or inaccurate application form will lead to the cancellation of Place (if any) confirmed.
4. Little Habs shall have the sole and absolute discretion in the allocation and/or cancellation of Places.
5. Little Habs may deliver notices, newsletters and other correspondences to the Applicants from time to time. Applicants must make sure that the email address provided in the Application is correct and that Little Habs is not blocked by the email service provider or otherwise prevented from delivering emails to such email address (please check the spam mailbox from time to time). It shall be the Applicant's responsibility to ensure all emails are timely read and to comply with the timeline set out in the emails (as applicable). Little Habs shall not be responsible for any email delivery failure under all circumstances.
6. For the avoidance of doubt, any child who has been successfully enrolled in any Course will not be given any guarantee or priority in securing a place in any pre-nursery or kindergarten classes offered by Learning Habitat Kindergarten & Bilingual Nursery. If parents wish to enroll their child in these pre-nursery or kindergarten classes, please visit the website of Learning Habitat Kindergarten & Bilingual Nursery at <https://www.learninghabitat.org> to undergo the usual application process.

Payment of Tuition Fees

7. Payment of tuition fees shall only be made by online payment via PayPal. Applicants will be redirected to the PayPal website for completion of the Application.
8. Applicants are responsible to verify the total amount and billing details are correct before confirming the payment for their relevant Application. The Applicants shall be solely responsible for all applicable

payment charges relating to their payments of tuition fees. We will not be held responsible for any loss or expenses arising from or relating to the Applicants' use of PayPal.

Rules relating to operation of Little Habs

Adverse Weather

9. When Tropical Cyclone Warning Signal No. 1/ No. 3 or Amber/Red Rainstorm Warning Signal is hoisted, all lessons held by Little Habs (the *Lessons*) will continue as scheduled.
10. When Tropical Cyclone Warning Signal No. 8 or above or Black Rainstorm Warning Signal is hoisted and remains in force before the starting time of a Lesson, then the Lesson will be cancelled automatically. No refund of tuition fees and no make-up Lesson will be arranged for such cancelled Lesson(s).
11. All Lessons shall resume two hours after cancellation of Tropical Cyclone Warning Signal No. 8 or above or Black Rainstorm Warning Signal.
12. No refund of tuition fees and no make-up Lesson will be arranged for any affected Lesson(s) due to or in relation to the occurrence of Tropical Cyclone Warning Signal and/or Rainstorm Warning Signal (as applicable).

Caregivers, Sickness & Hygiene

13. Each student of Little Habs (the Student) must be accompanied by 1 parent or 1 caregiver.
14. The accompanying parents/caregivers and the relevant Students will be checked for body temperature and their hands will be sterilized before entering the centre of Little Habs (the *Centre*).
15. If a Student feels sick or shows any symptoms of any infectious disease, he/she should not come for Lesson. No refund of tuition fees or make-up Lesson will be arranged for any such affected Lesson(s).
16. In the interests of the health and safety of all children and parents/caregivers, if any of the accompanying parents/caregivers or the relevant Students shows any symptoms of sickness or his/her body temperature is higher than 99.5°F or 37.5°C, Little Habs shall have the right to request him/her to leave the Centre. No refund of tuition fees or make-up Lesson will be arranged for any such affected Lesson(s).

Refund and Make-up Lesson

17. All tuition fees, once paid, shall be non-refundable and non-transferrable under all circumstances.
18. The scheduled dates and times of Lessons are not subject to change unless otherwise determined by Little Habs.
19. No make-up Lessons and refunds of tuition fees will be arranged under all circumstances (including but not limited to absences due to adverse weather, sickness and/or personal reasons).

Attire

20. Students and their accompanying parents/caregivers are recommended to wear comfortable clothes at all times during the Lessons.
21. To maintain a hygienic environment for the Students, all Students and their accompany parents/caregivers must remove their shoes and wear only socks before entering the classroom.

Classroom Manners

22. During Lessons, all personal belongings must be stored in the cabinet inside the classroom (except shoes).
23. Mobile phones must not be used during Lessons. The accompanying parents/caregivers must switch off their mobile phones or switch to silent mode at all times during Lessons.
24. Accompanying parents/caregivers should not leave the relevant Student unattended during the Lessons.
25. Food and drink are not allowed and must not be taken into the classroom.

Photo-taking, audio-recording and video-recording

26. Save and except by the staff of Little Habs, photos taking, audio recording or video recording is prohibited in the Centre.
27. Subject to the Applicant's consent, Little Habs shall have the right to take photos, record audios and/or record videos of his/her child during the Lessons and to use or publish the photos, audio-recordings and/or videos of his/her child for promotional, marketing, training and educational purposes (including displaying the same in the Centre).

Collection of personal information

28. Each Applicant agrees that the collection, retention and use of his/her and his/her child's personal information by Little Habs shall be governed by the relevant personal information collection statement or [privacy policy](#) of Learning Habitat (as may be revised, updated or otherwise amended from time to time).

Modification of T&Cs

29. Little Habs reserves the right to, at its sole discretion, modify the provisions of these T&Cs at any time and from time to time without prior notice from Little Habs and without consent from the Applicants.
30. The original text of these T&Cs is in English. In the event of any inconsistency between the English version and the translated Chinese version, the English version of these T&Cs shall prevail.