

Important Information & Terms and Conditions for Israel Machane 5782/2022

Dates – 5 July 2022 - 27 July 2022

Payment Details

The full price of Israel Machane is **£3,699**. A deposit of £500 must be paid to register your child, with the final balance due on **Friday 8 April 2022**. If your balance of payment is not paid by these dates, you may jeopardise your child's place on Israel Machane.

All applicants must have Mas Chaver 5782, Bnei Akiva's annual seasonal membership. This is £53 for single membership or £95 for 2 or more children.

Here are the various options of payment:

- A deposit of £500 + Mas Chaver (if not yet paid for 5782), should be paid when registering, and the full amount paid by **Friday 8 April**.
- If you are not applying for a bursary but may have difficulty in meeting the payment deadlines please contact Lorraine on ext. 8 or lorraine@bauk.org or Carmit on finance@bauk.org no later than **Monday 14 March**.
- You may also pay by BACS (HSBC, Account No: 83663299, Sort code 40-04-37). If you would like to pay by credit or debit card, please call the office and speak to Lorraine (ext. 8, lorraine@bauk.org).

Until your deposit has been paid your place on Israel Machane will not be reserved.

Your child will only be able to participate on Israel Machane if full payment has been received by the deadline dates.

If you are applying for financial assistance, it is very important that you make an interim on account payment. The UJIA may not award grants until the end of April, therefore if you have made an on account payment, the balance of payment still due after the grant award will be more manageable. Full payment will be due by 28th April 2022.

Financial Assistance

Financial assistance, in the form of bursaries, is available through your Youth Movement/Organisation and UJIA to provide support to applicants who cannot meet the full cost of the programme. Through bursary funding, UJIA aims to offer young people the opportunity to take part in a Youth Movement Israel Tour. If you are in a financial situation where you are unable to afford the full cost of the programme, please tick the appropriate box on the Initial Application Form and you will be sent a link to the Financial Assistance Form. The UJIA Bursary Fund will assist individuals to the best of its ability based on a means-tested process. The UJIA Bursary Fund Committee guarantees complete confidentiality throughout the process and the identities of the recipients of bursaries remain anonymous.

Please contact Lorraine on 020 8209 1319 ext. 8 or lorraine@bauk.org if you do not receive the bursary link from the UJIA.

The deadline for returning Financial Assistance Forms is **MONDAY 21ST MARCH 2022**.

Cancellation Information

Please read the terms and conditions regarding cancellation charges and refunds. A full refund of any money paid will be given to parents who have applied for financial assistance but cancel because the grant award is not sufficient.

- If an Applicant or Parent/Guardian (if Applicant is under 18) wishes to cancel their place on a programme, he or she must contact Bnei Akiva in writing.
- An Applicant or Parent/Guardian (if Applicant is under 18) who cancels his or her place prior to **Monday 28th March** or if Bnei Akiva informs an Applicant that their Application has been unsuccessful or that their place has been withdrawn prior to this date, they will be entitled to a refund less the Administration Fee (£150). Full details of deposit and balance payment deadlines can be found in this document.
- Any Applicant or Parent/Guardian (if Applicant is under 18) who cancels after **Monday 28th March**, or if Bnei Akiva informs an Applicant that the application has been unsuccessful or that their place has been withdrawn after this date, will be entitled to a refund or liable for an outstanding balance according to the following schedule:
 - 61 days or longer prior to departure date: 100% of amount paid less deposit and the Administration Fee (£150).

- From 31-60 days prior to departure date: 50% of amount paid (or payable) less deposit and the Administration Fee (£150).
- From 15-30 days prior to departure date: 20% of amount paid (or payable) less deposit and the Administration Fee (£150).
- From 1-14 days prior to departure date: 0% of amount paid (or payable).

For the avoidance of doubt, if any monies are still outstanding at the time of cancellation, the Parent/Guardian will be liable for these costs subject to the terms of the Cancellation Policy.

Please note: If a place on Israel Machane is cancelled, a re-application will only be accepted by Bnei Akiva at their sole discretion.

For the avoidance of doubt if a Participant cancels their place for medical reasons, the Cancellation Policy will apply, and it is the responsibility of the Parent/Guardian to file an insurance claim through JAFI. This will be in accordance with the insurance cover outlined in The Booklet.

If the Participant fails to check in for their flight from the UK, and have not contacted Bnei Akiva to explain why circumstances have delayed his/her outward travel and to obtain approval for a change of date for outward travel, then Bnei Akiva retains the right to cancel any other arrangements booked with Bnei Akiva; the Participant will therefore be unable to use any connecting or return flights to the UK. No refund will be made for any unused arrangements in these circumstances.

Process of Online Application

All form filling for Israel Machane will be online. Once you have paid your deposit:

You will receive an email with a link from UJIA which will take you through the whole application process. The email will contain:

- Important Information booklet which contains the Terms and Conditions and Code of Conduct and GP form
- Instructions for completing the full online application form
- Other information concerning Israel Machane

All Application and Medical Forms must be completed, signed and returned to us by **Thursday 24th March.**

It is VERY IMPORTANT on your Initial Registration Form that you enter the email address for parent/guardian 1 to which you would like to receive all communication related to Israel Machane as this will be the **main channel of communication.**

Please note that your place will only be secured once we have received your completed Application and Medical Form and they have been approved.

Groups

Making groups for Israel Machane is a complicated task, involving many factors. Each Chanich will have the option to write down three friends to be with. Please note:

- Whilst we will endeavour to put each Chanich with as many of his/her written friends as possible, we cannot always guarantee this will be possible.
- You must write down three friends on the form. **If you cannot put down three you must speak in confidence to Ruth at welfare@bauk.org.**
- We will endeavour to put each Chanich with at least one friend, so please ensure that you are happy with all three that you write.
- The order they are written in does not matter. All three will be regarded equally.
- Once the groups have been made, no changes will be made so please inform us of any welfare issues by **Thursday 24th March**.
- If we have not received your friend requests by **Thursday 24th March**, we cannot guarantee that you will be with any requested friends.
- We can only consider information that has been made known to us before the groups have been made. If there is a specific welfare issue, or any other issues which you feel might affect your child's group, please contact Ruth (ext. 7, welfare@bauk.org) by **Thursday 24th March**.

Summary of dates (Please refer to these)

Monday 14th March – Registration closes

Monday 14th March – Deposit payment deadline

Monday 21st March – Bursary deadline

Thursday 24th March – Application and medical forms must be completed, deadline for welfare issues with regard to groups

Monday 28th March – Deadline to receive full deposit refund

Friday 8th April – Full payment due (Non-bursary)

Monday 28th April – Full payment due (Bursary)