



Terms and Conditions

Please read these terms and conditions (these **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. Parents and legal guardians (the **Applicant**) of a child must not submit more than 1 Application for each child in respect of each Course period.
3. An Application number will be assigned to each Applicant after submission of the Application. Please retain the assigned Application number for future enquiry and correspondence purposes.
4. Application form has to be duly completed and accurate (including submission of all required documents as well as timely and full payment of relevant tuition fees) to be valid. Incomplete and/or inaccurate Application form will lead to the cancellation of confirmed Place (if any).
5. Little Habs shall have the sole and absolute discretion in the allocation and/or cancellation of Places.
6. 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.
7. The Applicant understand and agrees that once Little Habs has already received a duly completed Application form under these T&Cs, Little Habs shall have the sole and absolute discretion whether to accept any subsequent change request(s) made by the Applicant subject to an administrative fee to be determined by Little Habs from time to time in handling any such change request(s).
8. 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

9. Applicants may choose to make payment of tuition fees by online payment either via Faster Payment System (FPS) launched by Hong Kong Monetary Authority or PayPal. Applicants will be redirected to the FPS system or PayPal website (as applicable) for completion of the Application.
10. 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 FPS or PayPal (as applicable).

Rules relating to operation of Little Habs

Adverse Weather arrangements

It is understood and agreed by the Applicants that:

11. When Typhoon Signal No.1/No.3 and/or the Amber/Red Rainstorm Signal is hoisted (whether before or during lesson time): (i) all lessons held by Little Habs (the **Lessons**) will continue as scheduled until the normal dismissal time; and (ii) it is the Applicant's choice whether their children shall attend the Lesson(s) or not. It is understood and agreed by the Applicants that there shall be no refund of Lesson fees and no arrangement of make-up Lessons where the Applicant choose to not let their children attend the Lesson(s).
12. When the Typhoon Signal No.8 or above and/or the Black Rainstorm Signal is hoisted on or before 8:00 a.m. and/or remains in force before 12:30 p.m.: all morning Lessons will be cancelled automatically. It is understood and agreed by the Applicants that there shall be no refund of Lesson fees and no arrangement of make-up Lessons for any and all such cancelled Lesson(s).
13. When the Typhoon Signal No.8 or above and/or the Black Rainstorm Signal is hoisted on or after 12:30 p.m.: all afternoon Lessons will be cancelled automatically. It is understood and agreed by the Applicants that there shall be no refund of Lesson fees and no arrangement of make-up Lessons for any and all such cancelled Lesson(s). Notwithstanding any other provision in these T&Cs, when the Hong Kong Observatory announces it may hoist Typhoon Signal No.8 or above and/or Black Rainstorm Signal at a certain time period, all Lessons scheduled from the commencement of such time period (or such time as otherwise notified by Little Habs in exceptional circumstances) will be cancelled automatically. For example, when the Hong Kong Observatory announces it may hoist Typhoon Signal No.8 at or around 11:00 a.m. to 2:00 p.m., all Lessons scheduled from 11:00 a.m. onwards (or such time as otherwise notified by Little Habs in exceptional circumstances) will be cancelled. It is understood and agreed by the Applicants that there shall be no refund of Lesson fees and no arrangement of make-up Lessons for any and all such cancelled Lesson(s).
14. When the Typhoon Signal No.8 or above and/or the Black Rainstorm Signal is lowered on or before 12:30 p.m.: (i) all morning Lessons will be cancelled automatically; and (ii) unless otherwise notified by Little Habs by email, all afternoon Lessons held by Little

Habs shall resume two hours after cancellation of (a) Typhoon Signal No.8 or above; (b) the Black Rainstorm Warning Signal; and/or (c) the announcement of Extreme Conditions by the Hong Kong Government (whichever is latest). It is understood and agreed by the Applicants that there shall be no refund of Lesson fees and no arrangement of make-up Lessons for any and all such cancelled Lesson(s) and/or where the Applicants choose to not let their children attend the Lesson(s) after the resumption of Lesson(s) (as applicable).

15. When the Typhoon Signal No. 8 or above and/or the Black Rainstorm Signal is hoisted during Lessons: all Lessons will continue until the normal dismissal time. However, the Applicants may make own arrangements for their children to be dismissed earlier if they so wish. It is understood and agreed by the Applicants that there shall be no refund of Lesson fees and no arrangement of make-up Lessons where the Applicants choose to not let their children attend the Lesson(s) or leave the Lesson(s) earlier(as applicable).

Caregivers, Sickness & Hygiene

16. Each student of Little Habs (the **Student**) must be accompanied by 1 parent or 1 caregiver.
17. 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**).
18. If a Student feels sick or shows any symptoms of any infectious disease, he/she should not come for Lesson(s) at the Centre. No refund of Lesson fees or make-up Lessons will be arranged for any and all such affected Lesson(s).
19. 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 Lesson fees or make-up Lesson will be arranged for any and all such affected Lesson(s).

Refund and Make-up Lesson

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

Attire

23. Students and their accompanying parents/caregivers are recommended to wear comfortable clothes at all times during the Lessons.
24. 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

25. During Lessons, all personal belongings must be stored in the cabinet inside the classroom (except shoes).
26. 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.
27. Accompanying parents/caregivers should not leave the relevant Student unattended during the Lessons.
28. Food and drink are not allowed and must not be taken into the classroom.

Photo-taking, audio-recording and video-recording

29. Save and except by the staff of Little Habs, photos taking, audio recording or video recording is prohibited in the Centre.
30. 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/or educational purposes (including displaying the same in the Centre).

Collection of personal information

31. 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 and privacy policy of Learning Habitat (as may be revised, updated or otherwise amended from time to time).

Modification of T&Cs

32. 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.
33. 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.