School Coaching Services Terms and Conditions

School-funded PE, PPA, clubs and curriculum delivery

UNMATCHED COACHING LTD. Version 1.0

Document owner: Unmatched Coaching Ltd

1. Parties and scope

These terms govern in-person school-funded delivery by Unmatched Coaching Ltd (company number 13366344), referred to as 'we' or 'Unmatched', for the school or academy named in the quotation or order. They cover contracted PE, PPA, enrichment, school-funded clubs, staff CPD and other agreed face-to-face activity. Digital curriculum licences are governed by separate Unmatched Curriculum terms.

The school agreement, accepted quote or purchase order specifies the school, dates, session times, programme, staffing, price and any special arrangements. If signed bespoke terms conflict with these standard terms, the expressly agreed bespoke terms prevail.

2. Booking and delivery

We will deliver the sessions described in the accepted agreement with reasonable care and skill through suitable coaches. Lesson content may be adapted for children's needs, school requirements, facilities and safety. The school will provide a named operational contact, agree handover and emergency arrangements, and share necessary safeguarding and medical information lawfully and securely.

A proposed booking becomes binding when accepted by both parties in writing or by the performance of an agreed service. Receipt of payment is not a condition of accepting an agreed school invoice contract unless the quote expressly says otherwise.

3. Fees and payment

Rates, frequency, any travel or materials costs, and applicable VAT treatment will appear in the written quote or invoice. Invoices are payable by the due date shown on the accepted agreement or invoice. The school should query disputed invoices promptly; undisputed sums remain payable while an issue is resolved. Persistent non-payment may lead to a proportionate suspension or termination after reasonable written notice, without compromising a child's immediate safety or a session already underway.

4. School facilities and responsibilities

The school will make suitable, safe and appropriately maintained facilities available and share its relevant fire, lockdown, security, first aid, safeguarding and pupil handover procedures. The school is responsible for its premises and its own statutory duties; Unmatched remains responsible for the reasonable care and competence of its coaches and their activities.

The school must provide up-to-date information about relevant risks and reasonable adjustments. Both parties will cooperate to assess shared risks and respond to incidents. We may adapt, suspend or stop activity that cannot be delivered safely.

5. School cancellations, timetable changes and venue unavailability

The school should notify us as early as possible of INSET days, trips, sports days, hall closures, adverse-weather decisions or other changes. If a school makes an agreed slot or venue unavailable at short notice and the coach is available to deliver, the school remains liable for the agreed fee for that reserved session, subject to the cancellation arrangements in its quote, reasonable mitigation and applicable law.

Unless agreed otherwise, at least seven calendar days' written notice allows the parties to seek a new date or agree any unavoidable costs. Within seven calendar days, the agreed session fee may be charged where the slot cannot reasonably be redeployed. We will not charge more than the agreed fee for the cancelled session. We will take reasonable steps to minimise avoidable loss. Alternative suitable space or an adjusted lesson may be agreed.

6. Cancellations by Unmatched Coaching

If a coach is unavailable, we will use reasonable efforts to provide suitably checked and competent cover. If suitable cover is unavailable, we will notify the school promptly and offer a mutually suitable rearrangement or a refund/credit for the undelivered portion of the service. The school will not be charged for a session that we cannot supply for reasons within our reasonable control.

7. Child safety, staff and information sharing

Coaches will follow our Safeguarding Policy and the host school's procedures, with concerns passed promptly to the school's DSL and the Unmatched safeguarding lead. The school must maintain an accessible emergency contact and clear handover arrangements, including for after-school services. Each party must inform the other of serious incidents affecting delivery and comply with its own reporting obligations.

We maintain appropriate staff suitability processes, required checks, qualifications and insurance. The school may reasonably request evidence and must share any school-specific safeguarding or safety requirements before delivery.

8. Intellectual property and session materials

Unmatched retains ownership of original teaching plans, training content, templates and materials supplied. Unless otherwise agreed in writing, the school receives a non-exclusive permission to use supplied material internally for the service and period purchased. It must not resell or circulate our resources outside the school or trust without agreement. Content created solely under a separately negotiated commissioned-work agreement may be subject to different ownership terms.

9. Privacy and confidentiality

Both parties will share only information necessary for safe service delivery, comply with applicable data-protection law, and disclose personal information to lawful service providers or safeguarding bodies where necessary. Confidential pupil information must not be sent through insecure general channels or disclosed beyond those with a legitimate need to know. Data-processing roles and any required contract arrangements will be agreed where relevant.

10. Liability, disputes and changes

Neither party excludes liability for death or personal injury caused by negligence, fraud, or liability that cannot lawfully be excluded. Each party will act reasonably to reduce foreseeable losses. Neither party is responsible for delay caused solely by events genuinely beyond its reasonable control, but the parties will promptly discuss safe alternatives and appropriate payment adjustments.

Any changes to scope, prices or these terms during a booked period must be agreed in writing. Concerns should first be raised with contact@unmatchedcoaching.com. English and Welsh law governs the agreement, subject to applicable jurisdiction rules.