

School Terms and Conditions

By booking a virtual visit through Virtual School Visits, you agree to the following T&Cs:

Before your Virtual Visit

Please ensure the computer you will be calling from has a [working microphone](#) (when connected to the interactive whiteboard) and a [working camera](#) too.

Ahead of your call, you will be sent a **booking confirmation email** containing the all the information you will need (including the meeting joining information that you will have provided). These will come from emily@virtualschoolvisits.com. The speaker will also receive this email and as such, **any information you submit in the booking form is seen by both Virtual School Visits and the speaker.**

Given that the virtual calls use the **internet**, the occasional lag/momentary glitch is unavoidable. To prevent more significant internet connectivity problems, we strongly advise you [run Google's internet speed test](#) from the location where the call will be made. Just like at home, some classrooms have better internet connections than others. If your internet speed is anything less than 1.2Mbps (download *and* upload), please be aware that your call may not have a faultless connection. All Virtual School Visits speakers have to provide an internet speed test to ensure a satisfactory connection from their end.

Please note that **Virtual School Visits does not offer live technical support** and therefore it is essential that you have checked the aforementioned technical aspects in advance.

Cancelling and rearranging calls

Should you need to cancel or rearrange your visit, please do so by emailing emily@virtualschoolvisits.com

Calls **cancelled** 72 hours or more in advance will not be charged.

Calls **cancelled** under 72 hours before the scheduled time will be charged at full price.

Calls **rearranged** under 72 hours before the scheduled time will incur an additional fee of £20 (plus vat).

Your Virtual Visit

Ahead of the call, log into the Zoom/Teams/Google account that you used to schedule the meeting. Start the meeting a few minutes early and wait to 'admit' the speaker. If other classes are dialling in, they should **join promptly** and any 'late comers' may miss the visit. **Please note:** some Google Meet accounts have restrictions preventing people with external (non-school) email addresses from joining their meetings. **If you are using Google Meet, please ensure that you have tested this with a friend or family member before.**

The best virtual visits are those where the computer's **camera is angled towards the class of children** so the speaker can 'gauge the room' and respond appropriately. If this is not an option, please angle the camera towards a teacher (no one wants to speak to a wall!)

Under no circumstances should calls be recorded. This is for both safeguarding and copyright. Participants are notified if this occurs and speakers have been instructed to leave the call in this instance.

Please note, children must be accompanied by an adult at all times.

If after 5 minutes **you have not joined the call**, the speaker will call your school office as a reminder. The call length may be reduced to accommodate the time lost. If the call needs to be rearranged, this will incur the £20 fee stipulated above. Please note, Virtual School Visits does not offer live technical support.

Pricing

The prices on the site represents a virtual call for 1 class (of 30 children). Up to 3 additional classes (a total of 4) may join the **same call** and the following, discounted prices apply:

2 classes joining the same call: price shown + 50%

3 classes joining the same call: price shown + 100%

4 classes joining the same call: price shown + 150%

An additional £5 will be added to all **international school bookings** to cover international transfer fees.

Payment

Near the time of your virtual visit, an **invoice** will be sent to the email address provided on the booking form to pass on to the school's Finance Manager. Payment terms are 14 days - please pass invoices on promptly.

