

Central Film School

2026-27

Central Film School

Future Filmmakers - Summer Camp Policy

1. Introduction

- 1.1. The following policy sets out the terms and conditions between Central Film School London and students on our Future Filmmakers Summer Camp course. It contains information pertaining to our terms and conditions, as well as outlining our admissions process.
- 1.2. In this document the term "course" refers to the full programme of learning conducted on campus, as well as any group activities coordinated by the organising parties as part of the pre-arranged itinerary.

2. Terms and Conditions

- 2.1. Central Film School will adhere to the admissions process outlined in this policy from the receipt of an applicant's application form. Should an applicant receive a written Confirmation of Offer Letter confirming their place on the programme, both Central Film School and the student will be beholden to the policies outlined below.
- 2.2. Once the Confirmation of Offer Letter is sent, a legal contract is formed between the student and Central Film School on the basis of the terms and conditions set out in this policy and Central Film School London's Student Handbook.
- 2.3. Should the relevant conditions as outlined in Section 2.2 not be met, Central Film School London reserves the right to terminate a student's enrolment and contract. In appropriate circumstances, disciplinary action may be taken in response to infractions that include but are not limited to safeguarding breaches, academic misconduct, or civil disobedience, and can result in dismissal from the programme.

3. Your Responsibilities

3.1. Upon accepting your offer, you maintain responsibilities in the following:

- You must always treat fellow students, staff, and visiting professionals with courtesy and respect;
- You are responsible for paying your course and other required fees when due and as specified by the Admissions Department. In instances where your attendance at the course is reduced or terminated, any payments submitted for the course are non-refundable;
- You are responsible for your learning and conduct whilst on the campus premises, at the student accommodation, and at any public excursions wherein you are supervised by a member of staff or the safeguarding team;
- You are responsible for maintaining and adhering to the appropriate use of equipment and facilities, in line with the guidance provided by academic staff and any policies;

4. Our Responsibilities

4.1. Upon receiving your confirmation of acceptance for the Future Filmmakers Summer Camp, Central Film School London maintains responsibility in the following:

- Providing the appropriate learning support and access to facilities outlined for your course with reasonable care and skill;
- Maintain appropriate safeguarding responsibilities whilst the student is under our purview;
- Provide support to Find Education in instances wherein additional supervision or interference is required in safeguarding students whilst they are located at our partner accommodation.

5. The Application Process

5.1. To apply to the Future Filmmakers Summer Camp, applicants must submit an application form on our website and complete all the required information. Once the form has been submitted, applicants must pay the application fee and provide proof of purchase by submitting a screenshot of their receipt to summer@centralfilmschool.com.

5.2. Once the application and the fee have been received and confirmed by internal departments, the Central Film School Admissions Team will assess an applicant's application, and contact the applicant and guardian where appropriate in situations wherein further information is required.

- 5.3. After the initial application is received, all Future Filmmaking Summer Camp Applicants are required to provide the Admissions Team with a scanned copy of their passport, which must be in-date and valid at the time of the course commencement.
- 5.4. In instances wherein applicants are referred by educational agents, communication will include both the applicant and the agent, barring instances wherein confidential information is being communicated. On request, agents can be provided with the Educational Partnership Agreement.

6. International Applicants

- 6.1. International Applicants can be defined as applicants to the Future Filmmaker Summer Camp who hold a valid passport from a country outside of the United Kingdom.
- 6.2. Upon submission of a passport from an international applicant, Central Film School requires applicants to demonstrate English Language proficiency. This is to ensure we uphold relevant safeguarding procedures to a reasonable degree during the course. We accept proof of proficiency through the following conditions:
 - A submission of a recognised [English language qualification](#) which can be found on our website.
 - A successful completion of an online interview with a member of staff from Central Film School London
- 6.3. Upon successful completion of the conditions outlined in Section 6.2, an applicant will receive a decision on their application from a member of the Admissions team.

7. Confirmation of Acceptance

- 7.1. Once an applicant has successfully completed the application process as outlined in Section 5 and 6, they will receive a decision on their application from a member of the Admissions Team.
- 7.2. Following the decision, successful applicants must complete the payment for the full course, and provide proof of purchase by sending a screenshot of their receipt to reserve a place on the course.
- 7.3. After payment has been confirmed by the internal departments, applicants will receive an official Confirmation of Offer Letter that guarantees their place on the course.

8. Communication and Itinerary prior to course commencement

- 8.1. Throughout the application and onboarding process, the Central Film School London Admissions Team will maintain contact with applicants and students regarding their application.

- 8.2. No sooner than one month prior to the commencement of the programme, students will receive a brochure pertaining to the itinerary of the programme, as well as important information about locations, camp rules, and guidelines.
- 8.3. Any information provided by the Admissions Team will predominantly be sent through e-mail, electronic, and online communication methods.
- 8.4. In instances where accommodation and transfers may need to be arranged, Central Film School facilitates the communication between the students and Find Education, but is not directly involved in organising, arranging or supervising the arrangements.

9. Teaching and Learning

- 9.1. Teaching is conducted by members of the Central Film School London staff, and visiting professionals. Students are provided with technical and practical education, with additional guidance provided for specific specialist pathways.
- 9.2. Central Film School London reserves the right to change, amend, and adapt the itinerary at any point during the programme.
- 9.3. Depending on the student's status as a Residential or Day Camper, Parents or Guardians may contact Central Film School London or Find Education to provide permission for students to leave the campus unchaperoned during scheduled break hours. Whilst they are unsupervised by members of staff, students are responsible for their own conduct.
- 9.4. Students are required to adhere to the guidance of staff, professionals, and supervisory adults throughout the programme, and are responsible for maintaining an appropriate level of conduct during sessions.
- 9.5. Staff, professionals, and supervisory adults maintain the right to pause, reschedule, or terminate teaching in circumstances including but not limited to the following:
 - Student misconduct, disobedience, or inappropriate behaviour;
 - Lack of appropriate care and handling of equipment and facilities.

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