



School Referral Programme

Terms and Conditions

Effective date: 1 August 2026

These Terms and Conditions ("Terms") govern participation in the Equipple School Referral Programme (the "Referral Programme"). By participating, you agree to comply with these Terms.

1. Territory and currency

- 1.1** The Referral Programme is open only to schools located in the United Kingdom that hold an Equipple subscription denominated in pounds sterling (GBP).
- 1.2** All discounts and voucher values under the Referral Programme are stated and applied in GBP. Discounts cannot be redeemed against a subscription denominated in any other currency, and no currency conversion will be offered.
- 1.3** Schools outside the United Kingdom are not eligible to participate in this Referral Programme. Separate arrangements may be available on request.

2. Definitions

2.1 In these Terms:

- **"Referrer"** means a school participating in the Referral Programme by passing on a Referral Code, and which meets the conditions in Clause 3.1.
- **"Referred School"** means a school that subscribes to an Equipple service using a Referral Code, and which meets the conditions in Clause 3.2.
- **"Referral Code"** means the unique code issued by Equipple to a Referrer, whether printed on promotional material or supplied electronically.
- **"Referrer Discount"** means the discount set out in Clause 4.3.
- **"Referred School Discount"** means the £75 discount set out in Clause 5.
- **"Annual Subscription Period"** means the twelve-month period covered by a school's current Equipple subscription.

3. Eligibility

Referring schools

3.1 To participate as a Referrer, a school must, at the time the referral is made:

- hold an active, paid subscription to an Equipple service; and
- be in good standing, with no outstanding invoices.



Referred schools

3.2 To qualify as a Referred School, a school must:

- be new to Equipple; and
- not have held a paid Equipple subscription within the preceding twenty-four (24) months.

3.3 A free trial does not affect eligibility under Clause 3.2. A Referred School may take a free trial before subscribing and remains eligible for the Referred School Discount, provided the Referral Code is entered in accordance with Clause 5.2.

3.4 Employees, contractors and agents of Equipple, and their immediate families, are not eligible to participate.

4. Referrer Discounts

4.1 A Referrer may earn a Referrer Discount for each Eligible Referral, subject to the limits in Clause 6.

4.2 A referral is "Eligible" only where:

- the Referred School subscribes to an Equipple service using the Referrer's Referral Code, or through another official referral method designated by Equipple; and
- the Referred School has completed full payment for that subscription.

4.3 The value of each Referrer Discount is determined by the number of pupils at the Referred School, as follows:

Number of pupils in the Referred School	Referrer Discount
Fewer than 250	£25
250 – 499	£40
500 – 999	£60
1,000 or more	£100

4.4 Pupil numbers are determined by the enrolment figure recorded against the Referred School's subscription at the point of purchase. Discounts will not be recalculated if pupil numbers subsequently change.

4.5 Where a Referred School purchases a multi-school or group subscription, a single Referrer Discount is payable, calculated on the pupil numbers of the largest school included in that subscription.



5. Referred School Discount

- 5.1** A Referred School that meets the conditions in Clause 3.2 is entitled to a one-off discount of £75 against its first paid Equipple subscription.
- 5.2** The Referral Code must be entered at the point of checkout. The Referred School Discount cannot be applied retrospectively once a subscription has been purchased or an invoice has been issued.
- 5.3** The Referred School Discount is valid until 31 December 2027. Codes presented after that date will not be honoured.
- 5.4** Where the Referred School purchases a multi-year contract, the Referred School Discount will be applied to the first year only.
- 5.5** Where the Referred School purchases a multi-school contract, the Referred School Discount will be applied in respect of one school only. Equipple will select the school with the largest number of pupils in order to provide the maximum discount available.
- 5.6** The Referred School Discount cannot be combined with any other discount, offer or promotional pricing unless Equipple confirms otherwise in writing.
- 5.7** The Referred School Discount cannot exceed the value of the subscription against which it is applied. No credit, refund or carry-forward will be given for any unused balance.

6. Limits and caps

- 6.1** All discounts under the Referral Programme are non-transferable, non-exchangeable, and hold no cash value.
- 6.2** A maximum of ten (10) Referrer Discounts may be earned per Annual Subscription Period.
- 6.3** The total value of Referrer Discounts applied to a single renewal invoice shall not exceed the cost of that renewal. Any excess is forfeited and will not be carried forward to a later invoice.

7. Redemption

- 7.1** If a Referred School cancels its subscription or fails to make payment, no Referrer Discount will be applied.
- 7.2** Referrer Discounts will be applied as a deduction to the Referrer's next renewal invoice after the Referred School's subscription payment has been processed in full.
- 7.3** Multiple Referrer Discounts may be combined, subject to Clause 6.3. The order and timing of application shall be determined solely by Equipple.
- 7.4** A Referrer must maintain an active, paid subscription at the time the Referrer Discount is due to be applied. If the subscription lapses before renewal, the discount will be forfeited.



8. Referral Codes

- 8.1** Referral Codes are issued by Equipple and remain the property of Equipple at all times.
- 8.2** Each Referral Code is unique to the Referrer to whom it is issued and may be used by more than one Referred School, subject to the cap in Clause 6.2.
- 8.3** Referral Codes are intended for direct, personal sharing with schools known to the Referrer. They must not be published on any website, listed on voucher or discount aggregator sites, promoted through paid advertising, distributed by bulk email, or shared by any automated means.
- 8.4** Equipple may deactivate or reissue a Referral Code at any time, including where it has reason to believe the code has been shared in breach of Clause 8.3.

9. Fraud, misuse and prohibited conduct

- 9.1** Equipple reserves the right to verify the eligibility of all referrals.
- 9.2** Equipple may, at its sole discretion, refuse to apply a discount where it has reason to believe that:
- the referral is fraudulent or otherwise in breach of these Terms;
 - the referral is a self-referral; or
 - the referral forms part of a coordinated scheme intended to exploit the Referral Programme.
- 9.3** Referrals between subsidiaries, affiliates, or schools within the same multi-academy trust or group are not eligible for either the Referrer Discount or the Referred School Discount. Group and MAT pricing options are available separately — please contact Equipple for details.
- 9.4** Where a discount has already been applied and it subsequently transpires that the referral was not eligible, Equipple may reverse the discount and invoice for the balance.

10. Changes to the Programme

- 10.1** Equipple may amend, suspend, or terminate the Referral Programme, in whole or in part, at any time and without prior notice.
- 10.2** Any changes will not affect discounts that have already been earned and confirmed prior to the date of change.

11. Disputes

- 11.1** In the event of any dispute regarding the Referral Programme, referral eligibility, or the calculation of discounts, Equipple's decision shall be final and binding.
- 11.2** These Terms shall be governed by and construed in accordance with the laws of Northern Ireland.



11.3 The courts of Northern Ireland shall have exclusive jurisdiction over any disputes arising under or in connection with these Terms.

12. Data protection

12.1 Personal data provided in connection with the Referral Programme will be processed in accordance with Equipple's Privacy Policy, available at www.equipple.com/privacy-policy.

12.2 By participating, you confirm that you have the necessary permissions to share the contact details of the Referred School with Equipple for the purposes of administering the Referral Programme.

Contact

For questions about the Referral Programme, contact: info@equipple.com