Wessex Rivers Trust

Education Programme Booking Form

Once completed, please email this form to education@wessexrt.org.uk

|  |  |
| --- | --- |
| **Name of School:** |  |
| **Main contact name and role:** |  |
| **Email:** |  |
| **Phone:** |  |
| **Address:** |  |
| **Year group(s):** |  |
| **Number of pupils:** (total and no. in each class) |  |
| **Number of adults:** (we recommend a 1:6 (KS1) and 1:8 (KS2) adult:child ratio for all outdoor sessions) |  |
| **Session date:** (please put 3 dates in order of preference) |  |
| **School’s Designated Safeguarding Lead’s (DSL) name and contact details:** |  |
| **Email address to send invoice to:** |  |
| **Area of study you would like the sessions to focus on:** (e.g. water safety, water conservation, living things, adaptation, geography, field studies) |  |
| **Wessex RT staff member delivering sessions** (to be completed by Wessex RT) |  |
| **Wessex RT staff member’s phone number** (for use on the day of the session only) |  |

Education Programmes

Please select the education programme(s) you would like to book:

**Interactive Assembly** (preferred time?.............) [ ]

**Riverbank Session 9.45 – 11.45** [ ]

**Riverbank Session** **13.00 – 15.00** [ ]

**Classroom Session 9.45 – 11.45** [ ]

**Classroom Session 13.00 – 15.00** [ ]

**Evolution and Adaptations Session 9.45 – 11.45** [ ]

**Evolution and Adaptations Session** **13.00 – 15.00** [ ]

**Mayfly in the Classroom – 1 full day** [ ]

**Mayfly in the Classroom – 2 half days** [ ]

For Riverbank and Mayfly in the Classroom sessions only:

|  |  |
| --- | --- |
| **Local river access point address** (if known): |  |
| **Local river landowner details** (if known): |  |
| **Pre-visit date:** (ideally 2 weeks before session date)  |  |

For in-school sessions only:

|  |  |
| --- | --- |
| **Is there parking available for our staff on site?** (Please provide access details) |  |
| **Does the school hall (for assemblies) or classroom have the ability to connect laptops to the projectors/interactive whiteboards through an HDMI cable?** If not, please specify what connections are required.  |  |

Other Information

|  |  |
| --- | --- |
| **Are there any children/adults with medical conditions we need to be aware of? If so, please specify.** |  |
| **Are there any children with special educational needs we need to be aware of? If so, please specify.** |  |
| **How did you hear about Wessex River Trust’s education programmes?** |  |
| **Any other comments.** |  |

Are you happy for us to store your personal information to allow us to contact you regarding your river education sessions? (To see our Data Protection Policy visit <https://www.wessexrt.org.uk/policies.html>)

**Yes** [ ]

**No** [ ]

Have you read and agree to all the information provide to you in Wessex Rivers Trust’s School Education Information Pack?

**Yes** [ ]

**No** [ ]

Payment:

**Project invoice assigned to:** Education Schools

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Unit Cost**  | **Number of sessions** | **Total** |
| **Introduction Assembly** | £135 per assembly (120 children max) |  |  |
| **Riverbank Session**  | £265 per class |  |  |
| **Classroom Session** | £215 per class |  |  |
| **Evolution & Adaptations** | £205 per class |  |  |
| **Mayfly in the Classroom** | £430 per class |  |  |
|  |  | **OVERALL COST:** |  |

**Signed: Date:**

(NB. Please type name if digital signature not available)