

# School Booking Form 2020

## Visit with 1 workshop:

50+ students: £7.50 (inc VAT) per student

20+ students: £8.00 (inc VAT) per student

11+ students: £8.25 (inc VAT) per student

10 or less students £10.00 (inc VAT) per student

For 2 workshops add £2.00 per child

Full Day workshops £12.00 per child

Teacher led visits (Entrance only) £4.00 per child

Teachers & helpers (FREE)

Must adhere to DfES recommended adult/child ratios.

Additional Adults: £4.90 each

**Please indicate workshops booked on page 2 of this booking form.**

Leader	Date of visit
School	Arrival time
Address	Departure time
	Age of students
	Year group
County	Tel. No.
Postcode	Email

Please sign below (or if by email, type) to confirm the booking.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

# Workshops

Victorian Schoolroom	<input type="checkbox"/>	History Investigators	<input type="checkbox"/>
Forester's Cottage	<input type="checkbox"/>	Plant and Tree ID	<input type="checkbox"/>
World War II Experience	<input type="checkbox"/>	Habitats and Micro-habitats	<input type="checkbox"/>
World War I Experience (Full day)	<input type="checkbox"/>	Senses Walk	<input type="checkbox"/>
Mining	<input type="checkbox"/>	Wild in the Forest: Survival Skills	<input type="checkbox"/>
Forest as Fuel - Charcoal	<input type="checkbox"/>	Adventure Challenge	<input type="checkbox"/>
Stone Age Forest of Dean	<input type="checkbox"/>	Woodland Warriors	<input type="checkbox"/>
Pre-history Day	<input type="checkbox"/>	Creative Sculpture	<input type="checkbox"/>
Iron Age Forest (full Day)	<input type="checkbox"/>	Topic Days	<input type="checkbox"/>
Roman Forest	<input type="checkbox"/>	Tailor made workshop	<input type="checkbox"/>
Anglo-Saxon Forest (full day)	<input type="checkbox"/>	Spring Workshop @ £10.00 ea	<input type="checkbox"/>
Medieval Forest	<input type="checkbox"/>		<input type="checkbox"/>
Tudor Forest	<input type="checkbox"/>		

TRAILS: Gallery, nature or outdoor trails written specifically for your school

£1.00 per student.

Handling Box: Use our Handling collection to add an extra dimension to your visit

£1.00 per student.

**Special Needs:** Please give details of any of your students who have special needs and will require extra support:

## **Planning Your Visit**

### **Inclusion Policy**

The Dean Heritage Centre is committed to offering a quality learning experience to all our visitors regardless of race, gender, age, or abilities. Issues of equality, diversity and inclusion are important to us, if you have any special requirements please inform us prior to your visit and we will endeavour to meet those, enabling all visitors to gain maximum learning and enjoyment from their visit here.

### **Booking**

Please check your preferred dates are available before returning a booking form especially when booking workshops as facilitators will need to be contacted before confirming dates. You can do this by calling the Centre or emailing the Education Officer. We usually only book one school in per day.

### **Supervision and Pastoral Care**

Please be aware that whilst workshops are facilitated by the museums' education staff, responsibility for the supervision of pupils and their pastoral care remains with school/nursery/ college staff at all times.

### **Visits and the Weather!**

The Dean Heritage Centre has a large outdoor site, much of which is a woodland setting. It is always advisable to wear stout footwear, suitable for the outdoors, on a visit. If you have booked a workshop that take place outdoors and the weather is, or has recently been wet, wellingtons or walking boots would be a good idea. Because of the nature of our site, occasionally extreme weather has made it necessary to close the site for health and safety reasons. If you feel on the day, or day before your booking that this may be the case you would be advised to ring the Centre and we would be happy to update you, though our aim would always be to contact you should we feel that this may be the case. Bringing coats for your outdoor activities is often necessary, these may be left in the education room to enable you to comfortably enjoy our indoor galleries, though we would never recommend that valuable items be left.

### **Lunch or Snack Time**

If you are bringing a packed lunch, there are suitable places to picnic around the site and the education room is always available in case of wet weather. If you have booked facilitated workshops but would like a particular time set aside for snack or lunch breaks please discuss this with the Education Officer when you book and it will be included in your programme of events.

### **Your Visit**

When you make a booking with us, then our aim is to make sure that your visit runs smoothly, from the planning stage, to your teaching in the classroom afterwards. We have tried to make your pre booking information helpful and comprehensive, however if there is any aspect that you feel you would like to raise, or anything to discuss further then please contact us, or include it on your pre-visit information sheet. Knowing your requirements and expectations helps us to deliver our service to the highest standard.

### **The Shop**

Although a visit to the shop is often a highlight it can take up valuable visit time so we offer a service where we prepare pre-ordered goody bags for £1.50. £2.00 or £3.00. A list of contents is available on request and is negotiable within the price ranges. We have a full range of pocket money priced items in the shop so if you would like your group to visit the shop to improve their knowledge and understanding of money function let me know and I will timetable it in to your itinerary.

### **Pre-Visit Information**

A moment of your time to complete the following questions will help us to ensure that your time here is a high quality experience, fun and an invaluable aid to your classroom based learning. Please complete this form and return to us with your booking confirmation, thank you.

Briefly describe what you are hoping to gain from your visit –

If you have chosen workshops to support learning of a particular topic, what is that topic?

How much exploration of the topic have your students already done? Is your visit an introduction to a new topic, or reinforcing prior learning? If the latter, please try and give us a brief overview of the knowledge your students will have -