**Essex Wildlife Trust**

**Outdoor Learning
Early Years – Keystage 1 and 2 - Keystage 3 and 4 - Further and Higher Education**

**Please fully complete the booking form below by pressing the tab key between boxes, before doing so discuss the planned visit with the site’s contact shown on the right. Please return the booking form by post to the site address you are visiting and enclose the deposit to confirm your booking.**

|  |  |
| --- | --- |
| **Name & Address of School or Organisation** | **Phone:**  |
| **Contact :**  |
| **e-mail:**  |
| **Main Objective of the Visit –**Visitor Centre ContactAndrew SiddersEducation OfficerChafford Gorges Visitor CentreDrake Road,Chafford Hundred,GraysRM16 6RGEEssexPhone: 01375 484 016Email: andrews@essexwt.org.uk |
| **Location of Visit - Chafford Gorges** | **Date of Visit** | **Arrival Time:****Departure Time:** |
| **Booking Details** |
| **Contact (if different to above)** | **Phone:** | **e-mail:** |
| **Number of Children:**  | **Special needs / medical requirements** |
| **Year Group:**  |
| **Number of Accompanying Adults:** |
| **Activities to be included on the visit – See school visits leaflets for suggestions**  |
| **Learning Objectives –**  |
| **Please sign to declare that you have read and agree to the code of behaviour and responsibilities for schools visits with Essex Wildlife Trust****Name: Date: Signature:**  |
| **Do you intend to spend** **time in the gift shop ? No****State Yes or No**  | **Souvenir bags can be arranged by request (recommended)**  | **Value :** **e.g. £5****Quantity :**  |
| **Donations are requested as follows:-****£6.00 per pupil for early years, KS 1 & 2 (min donation £100 full day or half day EYFS min donation £65))****£8.00 per pupil for secondary school (min donation £100 full day and £65 half day)****£10.00 – 12.00 per student for further and higher education****Outdoor Classroom visits - £100-£150 (half day) and £200-£250 (full day)****Forest School sessions £200-£250 dependent on length of activities.** **An invoice, minus deposit paid, and feedback form will be provided on the day or sent direct to the main contact after the booking.** |
| **For Essex Wildlife Trust Use Only** |
| **Date Sent Out** | **EO Booking** | **SEO Booking** |
| **Deposit Received – Amount & Date** | **Full Payment – Amount & Date** |

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