# SCHOOLS BOOKING FORM

Please send the completed form to [derwent.hill@sunderland.gov.uk](mailto:derwent.hill@sunderland.gov.uk). We will confirm receipt of your booking form within 5 working days. Please contact us if you do not hear from us. We will confirm your booking as soon as possible after this.

Name of Course Organiser

School

Email

Phone

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| **Course type**  Discover  Explore  Challenge  GCSE PE  Activity Weekend  Custom *give details* | **Course length**  Week  Weekend  *or give details* | **No.**  **pupils** | **No. staff** | **Year group** | **Dates**  *If flexible, state periods or Seasons (Peak/Medium/Low)*  *preferred or to be avoided* | **Booking type**  Exclusive  Independent  Joint |
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For information about the **Course type, Booking type** and **Seasons,** please refer to the [Prices and Booking](http://www.derwenthill.co.uk/schools/prices/) page on our website.

**Dates** - Our ability to meet all requests is limited by the high demand for courses at certain times of year. If we cannot meet your specific requests, we will do our best to offer you a suitable alternative. Priority will be given to schools making an Exclusive booking, and to two or three schools booking together to fill the Centre.

For a Joint booking please name the school(s) with which you have agreed to make this booking, and the name of the Course Organiser at that school. Please ask them to send in their booking form at the same time as you send this one.

School 1:       Course Organiser:

School 2:       Course Organiser:

**Further information**

Please tell us anything that may affect your booking e.g. a wheelchair user or pupil with severe disabilities, or where ‘other’ has been chosen as type of course.

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I confirm that the Head Teacher has agreed to this request

Date