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The Great Tudor Schools Festival 2020

Booking Request Form

By filling in this form, you will be making a request for a **confirmed** booking to be made for your school group to take part in **The Great Tudor Schools Festival**. We do not make provisional bookings.

*(Please note that your festival booking will* ***not*** *include admission to the Maze or Magic Garden)*

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| **The Great Tudor Schools Festival *(Monday 15 – Friday 19 June 2020)***  To mark the 500th anniversary of the Field of the Cloth of Gold, Hampton Court Palace is hosting its first ever festival for schools. Your day at The Great Tudor Schools Festival will include:   * Allocated time to explore the festival site and take part in the various activities available * A timed Tudor performance by our costumed presenters * Time to explore the palace with your group independently * An allocated lunch slot/time to picnic in the gardens (lunchrooms cannot be guaranteed) |

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| **Name of School/Agency** |  | | | | | | | | | | | |
| **Address** |  | | | | | | | | | | | |
| **Postcode** |  | | | **Telephone Number** | | | | | |  | | |
| **Finance Contact Name** (Title, forename, surname) |  | | | | | | | | | | | |
| **Finance Email Address** (This is where your invoice and booking confirmation will be sent) |  | | | | | | | | | | | |
| **School Name** (Only applicable if booked via an agency) |  | | | | **Type of School** (e.g. Academy, Secondary, Junior) | | | |  | | | |
| **Visit Organiser Name** |  | | | | | | | | | | | |
| **Visit Organiser Email** |  | | | | | | | | | | | |
| Please tick this box to receive the latest news, offers and stories from Public Engagement at Historic Royal Palaces. To find out more about how we collect and use personal data, please see Historic Royal Palaces' [Privacy policy](http://www.hrp.org.uk/privacy-and-cookie-policy/) | | | | | | | | | | | | |
| We may combine (non-personal) data about your school with information from the government's school census to understand more about the demographic profile of the schools visiting us. This helps us to develop our schools service to reach a wide range of schools. | | | | | | | | | | | | |
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| **Date of Visit**  (Please tick your preferred date) | **M 15 June** | **T 16 June** | | | | **W 17 June** | | **Th 18 June** | | | | **F 19 June** |
|  |  | | | |  | |  | | | |  |
| **Preferred Start Time** | 10:30 | 11:00 | | | | Your activities will begin at this time; please plan to leave enough time to reach the Palace and to check in at the Clore Learning Centre. | | | | | | |
| **Will you be arriving by coach or minibus?** |  | | | | | | | | | | | |
|  | | | | | | | | | | | | |
| **Number of Pupils** (aged 5-15) |  | | | **Age of Pupils** | | | | | |  | | |
| **Key Stage** | **KS1** | | **KS2** | | | | **KS3** | | | | **SEND** | |
| **Do you have any pupils/students who require 1:1 support?** | Yes  No | | | **If yes, how many?** | | | | | |  | | |
| **Please provide details of their SEND requirements** (Learning/behaviour/physical – no names required) |  | | | | | | | | | | | |
| **Total number of adults – Including 1:1 support adults** (You must meet our minimum ratio for supervision:  KS1 = 1:5 // KS2,3 & 4 = 1:10) |  | | | | | | | | | | | |

Please email your completed form to **hamptoncourtlearning@hrp.org.uk**