

Schools & Communities Visit - 2020/21

Home Educator Booking Request Form

**Please read the accompanying** [**guidelines**](https://www.hrp.org.uk/media/2626/2020-21_home_educator_booking_guidelines.pdf) **before completing this booking request form.**

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| --- | --- |
| **Name of Lead Adult** |       |
| **Address** |       |
| **Postcode** |       |
| **Telephone Number** |       |
| **Email Address**This is where your booking confirmation and invoice will be sent |       |
| [ ]  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/) |
| **NHS Test & Trace:** If we receive a relevant request from NHS Test and Trace or local public health officials we will share your contact details as mandated by the UK Government. |
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| **Type of Visit: Self-Led Visit** (This is currently the only type of visit available at the Tower of London) |
| **Date of Visit:** Wed – Fri only | **1st Choice** | **2nd Choice** | **3rd Choice** |
|       |       |       |
| **Preferred entry time**Please ensure your group **arrives 15mins before** your entry time. In order to manage social distancing onsite, please ensure that all members of your group arrive at the same time.  | 10:45 [ ] 11:15 [ ] 11:45 [ ] 12:15 [ ] 12:45 [ ] 13:15 [ ]  |
|  |
| **Number of Families** |       |
| **Number of Under 5’s** |       |
| **Number of Children** (aged between 5 and 15 years) |       | **Age of children** |       |
| **Do you have any children/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:Aged 15 and under = 1:10 Aged 16+ = 1:15 |       |

Please email your completed form to towerlearning@hrp.org.uk