**International School Visit Booking Form – Tower of London 2022/23**

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| --- | --- | --- | --- | --- |
| **Name of school/agency** | [ | **Group/school** (if booked by agency) | [ | |
| **Address** | [ | | | |
| **Postcode** | [ | **Telephone number** | [ | |
| **Finance contact name**  (Title, forename, surname) | [ | **Finance contact email** | [ | |
| **Visit organiser name** | [ | **Visit organiser email** | [ | |
| Please tick this box to receive the latest news, offers and stories from the Public Engagement team 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. | | | | |
| **Date of visit:**  Tues - Fri only  (dd/mm/YYYY) | **1st Choice** | **2nd Choice** | **3rd Choice** | |
| [ | [ | [ | |
| **Entry time slot** | To help manage capacity, please choose an entry time of **10:00 /** **10:15 / 10:45 / 11:15 / 11.45 / 12:15 / 12:45 / 13:15 / 13.45**  Each time slot can accommodate up to 105 pupils/ students. If you are bringing more than this, you must choose two entry time slots. | | | |
| **1st Choice** | **2nd Choice** | | **3rd Choice** |
| [ | [ | | [ |
| **Number of pupils (aged 5-15)** | [ | **Age of pupils** | | [ |
| **Number of students (aged 16+)** | [ | **Age of students** | | [ |
| **Do you have any pupils/ students that require 1:1 support? 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, please see the booking form guidelines for details) | [ | | | |

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| --- | --- | --- |
| **All International groups will be provided with our international activity trails on arrival.** Please select the language you would like these in below. | | |
| **English as a foreign language (EFL)** | **French** | **German** |
|  |  |  |

**Please email your completed booking form to:** [towerlearning@hrp.org.uk](mailto:towerlearning@hrp.org.uk)