



SCHOOLS OUTREACH BOOKING FORM

Your details

School					
Contact teacher					
Email					
Telephone number					
Finance email address (if we're invoicing you)					
Purchase order number (if required)					
School address					
Type of school	Primary	Secondary	Post 16	Scouts/ Brownies	Other
Preferred dates (please provide three)	1.		2.		3.
Number of pupils (maximum of 20 for EYFS workshops and 30 for all other workshops)	Year group				
Number of classes	Age of pupils				
Preferred timeslot (time of exact arrival will depend on travelling times)	10.30am-12pm		12pm - 2pm		2pm - 5pm
Which workshop would you like to book?					

Please note: If you're having multiple workshops, we prefer the animals to be stationed in one area and rotate the classes as necessary.

Handling of invertebrates only for children aged 5 and over. Gloves will be provided.

Our full list of workshops can be found by downloading our EYFS, Primary, Secondary and Post 16 programmes via the following link:

<https://www.dartmoorzoo.org.uk/discovery-learning/school-groups/outreach>

Please note that there is a maximum of 20 children for EYFS workshops and 30 children for all other workshops.

***Please provide a parking space close to the school so that our Discovery and Learning Officers can unload the resources and animals safely. If this is not possible, please contact the Discovery and Learning Department on 01752 837 645.**

Prices:

Per workshop	£85
Per additional workshop	£40

The above prices are exempt from VAT.

Travel up to 20 miles included.

£1.00 per mile for travel over 20 miles.

If you wish to book multiple sessions, please try to ensure that they run consecutively throughout the school day – we can accommodate short breaks but unfortunately not whole lunch hours.

Please note that we require at least a month's cancellation notice period otherwise you will be required to pay 50% of the booking cost.

Please return this booking form to education@dartmoorzoo.co.uk.

Terms and Conditions

Cancellations

If you wish to cancel a confirmed booking, please do so in writing 30 days prior to your booking date. Cancellations under 30 working days' notice from the booking date will be charged at 50% of the original booking fee.

Amendments

In unforeseen circumstances, this fee can be waived if the same experience is rebooked for a later date.

On rare occasions unforeseen circumstances may necessitate postponement of your trip at short notice. In this event you will be contacted via email or phone as soon as possible. We recommend that you check your messages and emails regularly before your visit in case we have contacted you.

helping people helping wildlife