**Important information before making a booking:**

Please do not complete and submit this form before reading the following documents on our website:

* Lesson Plan Topics by Year Group (Years 7-11)
* The relevant Year Group Booklet for lesson content
* Terms & Conditions of booking our services

Before submitting this form please check our availability for the dates and times you require by contacting us on 01223 508805 or at enquiries@dhiverse.org.uk

Please return this completed form to us at enquiries@dhiverse.org.uk along with details of your policy and procedures during COVID-19 restrictions. By submitting this form you are agreeing to our Terms and Conditions.

|  |
| --- |
| **Your contact details** |
| Your name  |  | Your job title/role |  |
| Name of your school or organisation  |  |
| Address  |  | Postcode |  |
| School office email |  | Your email  |  |
| School phone number |  | Your mobile |  |
| **Email address where our invoice should be sent** |  |

|  |  |
| --- | --- |
|  | **Workshops/sessions I would like to book**  |
| Year Group | Topic | Face to face or virtual  | Date of session | Start time | Finish time | How manyParticipants? |
|  |  |  |  |  |  |  |
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Please provide any additional information or special requirements on the page below and please

**check this box** [ ]  to confirm that you have read and agree with our requirements for booking our workshops and with our terms and conditions.

**Additional information or special requirements – please include any learning needs we should be aware of e.g. do we need to bring large print resources.**