**THEME DAYS BOOKING FORM**

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| --- | --- | --- | --- | --- |
| Theme Day: |  | Date of Visit: | |  |
| School Name: |  | | | |
| Teacher’s name: |  | | | |
| Address: |  | | | |
|  |  | | | |
| Postcode: |  | | Telephone: |  |
| Email address: |  | | | |
| Date of visit: |  | | Arrival time: |  |
| Number of pupils, £9.25 each: |  | | Age of pupils: |  |
| Number of adults: |  | | KS1:1 free per 4 pupils, KS2: 1 free per 5 pupils, Extra adults above the free ratio are charged the group rate of £8.00 per person) | |

Group sizes may be split by Kent Life to accommodate all children and a timetable will be provided.

We will check availability for your preferred date and make your booking. A confirmation letter will be sent out to you.

Approximately 2 weeks before your visit, we will send you a second confirmation letter along with a detailed timetable for the day. Please ensure you give copies of this to all accompanying adults on the trip.

Our Risk Assessments ate available to download from our website https://kentlife.org.uk/education/resources/. Please note: pupils remain the responsibility of the school at all times and must remain in small supervised groups whilst on site.

Thank you for your booking and we look forward to welcoming your group to Kent Life!

Please complete this form and return to: Education Officer, Kent Life, Lock Lane, Sandling, Maidstone, ME14 3AU or email to [cgeddes@kentlife.org.uk](mailto:cgeddes@kentlife.org.uk).