

LEIGHTON HOUSE MUSEUM

**EDUCATIONAL VISIT BOOKING FORM**

SCHOOL/COLLEGE NAME \_\_\_\_\_

SCHOOL/COLLEGE ADDRESS \_\_\_\_\_

\_\_\_\_\_

POSTCODE \_\_\_\_\_ BOROUGH/LEA \_\_\_\_\_

TELEPHONE \_\_\_\_\_ E-MAIL \_\_\_\_\_

NAME OF GROUP LEADER FOR VISIT \_\_\_\_\_

**SCHOOL/COLLEGE TYPE** (Please tick one box from each section A and B)

A  Infant  Junior  Primary  Middle  Secondary

Special (primary)  Special (secondary)  FE college

Sixth form college  University  Language school

B  State  Independent  Grant-maintained

Is your group a special needs class within an inclusive school? Yes/No

**PREFERRED DATE OF VISIT** \_\_\_\_\_

(Note Leighton House Museum is closed on Tuesdays)

**PLEASE SELECT A TIME 10.00AM-12.30PM OR 1.00PM-2.30PM**

NO. OF PUPILS VISITING \_\_\_\_\_ KEY STAGE \_\_\_\_\_ YEAR OF GROUP \_\_\_\_\_

NO OF STUDENTS/PUPILS WITH SEN \_\_\_\_\_

NO. OF TEACHERS VISITING \_\_\_\_\_ NO. OF ADULT HELPERS VISITING \_\_\_\_\_

(Note that we require a minimum of one adult for every ten pupils)

Which of the following activities would you like to book? Please circle

**A) COSTUMED ACTRESS LED SESSION WITH HANDLING ACTIVITIES**

**B) STORY-TELLING SESSIONS**



## LEIGHTON HOUSE MUSEUM

**FEES: Entrance to the museum and booked activities are £2 per pupil. Teachers and adult helpers are free of charge.**

### RETURNING YOUR FORM

**By post:** Leighton House Museum, 12 Holland Park Road, W14 8LZ

**E-mail:** [museums@rbkc.gov.uk](mailto:museums@rbkc.gov.uk)

**Confirmation:** Bookings are required four weeks in advance of your visit.

We will confirm your booking within 3 working days.