



Leighton House Museum
BOOKING FORM FOR LEARNING VISITS

ABOUT YOUR SCHOOL

SCHOOL/COLLEGE NAME:
ADDRESS & POSTCODE:
TELEPHONE:
EMAIL:
NAME & MOBILE NO. OF GROUP LEADER FOR VISIT:

LEIGHTON HOUSE MUSEUM OFFERS SCHOOL VISITS EVERY THURSDAY

DATE + TIME OF VISIT:
NO. OF PUPILS VISITING: KEY STAGE: YEAR OF GROUP:
NO. OF TEACHERS VISITING:
NO. OF ADULT HELPERS:
IS THERE ANYTHING WE SHOULD KNOW ABOUT YOUR GROUP? e.g. Access or Educational needs (Note that we require a minimum of one adult for every eight primary age pupils)

WHICH OF THE FOLLOWING TWO OPTIONS WOULD YOU LIKE TO BOOK?

A) WORKSHOPS OFFERED BY THE MUSEUM: <i>Session 1: Travellers Tales: Tiles or Session 2: Travellers Tales: Myths</i> DURATION: 90 MINUTES. (See website for detailed content)
B) SELF-GUIDED VISIT

As a small museum we aim to be flexible in the activities we offer – please let us know in advance if there is something specific you would like cover. We also encourage and welcome pre-visits by teachers to discuss content and objectives.

USEFUL INFORMATION:

FEES- WORKSHOPS: £3 per pupil capped at £65: Includes museum entrance & workshop activities
FEES- SELF-GUIDED: £2 per pupil Includes museum entrance
CONFIRMATION: Bookings are required four weeks in advance.
LUNCH ROOM: This must be booked in advance (subject to availability)
FREE PRE-VISIT: Please let us know your preferred date
CANCELLATION POLICY: Cancellations of less than one week's notice will be charged

LUNCH ROOM	YES / NO
PRE-VISIT + PREFERRED DATE	YES / NO

RETURNING YOUR FORM

By post: Leighton House Museum, 12 Holland Park Road, London, W14 8LZ
E-mail: tracey.lazarus@rbkc.gov.uk
Telephone: 020 7471 9158 or 020 7938 1295