



Wicksteed Park, Barton Road, Kettering, Northamptonshire, NN15 6NJ

Telephone: 01536 512475

Email: community@wicksteedpark.org

Education Booking Form Please read through and sign before sending in this form.

School Group Name	
Year group/age of pupils.	
Contact person's name.	
E-mail Address (for Booking Confirmation.)	
Postal Address*	
Post Code	
Telephone Number	
Mobile Contact Number	
Date of Visit*	
Number of Coaches	
If you wish in addition to your education activities to purchase ride tickets, please check that they are open on your chosen visit day.	

Method of Payment

Please Invoice at the above address	
BACS transfer <i>This is our preferred method of payment.</i>	
Cheque made payable to: Wicksteed Trading Limited.	
Payment by debit or credit card All transactions by credit/debit card will incur an additional charge of 2.5% on the gross cost	

*Please note: We do not accept payment for School Groups on the day.

If you would like to receive further information from Wicksteed Park on forthcoming events and promotions, please tick this box.

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Education Activities Booking Form

We offer a range of themed days that include: - Habitats at Wicksteed, Exploring Forces, Friction and Forces, Fairgrounds and Rollercoasters, Charles Wicksteed Day, Invaders and Settlers, Victorian Day, Wicksteed By the Sea, Wicksteed at War, A Dickens Christmas, Nature by Design, Trees in Books and Books in Trees, Maths themed Day.

We can deliver a bespoke educational day on request, please note additional charges may apply. Our education programme is available throughout the year (rides are subject to seasonal changes and availability).

Charges are £11.50 per pupil including VAT, accompanying adults FREE. Half day of activities £6.60 per pupil including Vat (available in off peak season only)

*Please note a minimum charge of £250 excluding VAT applies to all visits. Complete booking details below.

Complete booking details below.

Educational event type	Cost per pupil	Total number of pupils	Total Cost
Example – Charles Wicksteed Day	£11.50	30	£345.00
Bespoke Day (please provided details below and contact the team)			
Total costs:			

Payment - There are various methods of payment:

- BACS transfer – this is our preferred method of payment.
- Invoice requested in advance of your visit (note cheques must be received at least 3 weeks in advance of your visit date)
- Credit / Debit cards - payment with cards can either be taken in person at the Reception.
*All transactions by credit/debit card will incur an additional charge of 2.5% on the gross cost
- Cheque – Cheques are to be made payable to Wicksteed Trading Limited
Parking: Coaches Park free of charge (we will need the registration of the vehicle for the ANPR system) Please note parking charges apply for all cars, please contact us for details.

Risk Assessment

Our risk management summary will be sent via email. We also encourage pre-visits for schools to complete their own risk assessments and meet with the Team if they wish, please contact a member of staff to book a visit.

Wicksteed Education activities Terms and Conditions:

This booking form constitutes a legally binding agreement. Payment must be received in full prior to your visit. Confirmation of bookings will be issued upon the Park's receipt of this completed booking form.

Refunds may only be given if exceptional circumstances or in the event the Park has to cancel the activity and it cannot be rescheduled. If you have to cancel your booking, at least 3 weeks' notice must be given for a full refund. Notice of cancellation of more than 7 days entitles you to a 50% refund. We cannot give any refunds for amendments /cancellations with 7 or fewer days' notice. Notice to cancel must be in writing.

The Organisers reserve the right to amend/cancel/reschedule events at any stage, if deemed necessary in their opinion, or if circumstances arise outside their control. They also reserve the right to alter or change the programmed activities without prior notification. Should the day be cancelled or activities changed, the Organisers will not be liable for the payment of any compensation or for any loss of money and/or expenses incurred. I have read, understand and accept the Terms and Conditions as stated above.

Signed_____

Date_____

Print Name_____

To confirm your booking please complete this booking form and return **no later than 6 weeks** before the event via:

Email: community@wicksteedpark.org

Post: Community and Heritage Team, Wicksteed Park, Barton Road, Kettering, Northants NN15 6N