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| **Date of Visit:** |  |

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| School: |  | | |
| Lead teacher name: |  | | |
| Address: |  | | |
| Postcode: |  | Telephone number: |  |
| Lead teacher email: |  | | |
| Invoice email: |  | | |

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| Year Group: |  | Number of children: |  |
| Number of adults: |  | Number of adults for 1-to-1 support: |  |
| Accompanying adults are **free** with the following ratios: 1:5 for Early Years & Key Stage 1, 1:10 for Key Stage 2 & 3, and for 1-to-1 support. Additional adults are £7.50 per adult. | | | |

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| Workshop:  (Please choose one) | * Billy Bob’s Brilliant Bath and Other Stories (Early Years) * Super Soggy Science Show (Early Years and Key Stage 1) * Mrs Tristram’s Wonderful Water Show (Key Stage 1) * Victorian Washday (Key Stage 1 and 2) * Water Filtration (Key Stage 2) * Sustainable Steam (Key Stage 2 and 3) * Engines and Energy Day (Key Stage 3) * Water Filtration Day (Key Stage 3) * SEND Day (Please state which show or workshop you would like) |
| What are your learning objectives for the visit? |  |

Our Learning Team are passionate about providing inclusive learning opportunities to all. Please answer these questions to help us support your pupils during their visit.

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| Does any of your group have physical access needs? How can we best support them? |  |
| Does any of your group have a visual or hearing impairments? How can we best support them? |  |
| Does any of your group have SEND needs? How can we best support them? |  |
| Does any of your group have sensory processing needs? How can we best support them? |  |
| Is there anything else you feel it is important for us to know? |  |

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| Do you require coach parking? |  | Will the children visit the gift shop? |  |
| How did you hear about us? |  | | |

Please note we only have space for one coach, or two minibuses parked in tandem.

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| **Terms and Conditions**   * To confirm your visit to the Museum please complete, sign and return this form to the Engagement Coordinator at [learning@waterandsteam.org.uk](mailto:learning@waterandsteam.org.uk). **Please return the form as a word document, not a pdf.** * Payment must be received two weeks prior to your visit. You will be invoiced following confirmation of your visit date and on receipt of your booking form. Payment can be made by cash, cheque, credit/debit card or bank transfer. Details for these methods can be found on your invoice. * We regret that no refunds can be given for cancellations made less than one week prior to your visit. If a cancellation must be made due to exceptional circumstances, every effort will be made to reschedule your visit. |

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| Signed: |  | Date: |  |

We look forward to welcoming you to the London Museum of Water & Steam!