



**Group Booking Form**  
 Secondary School (under 16 years)  
 2019 - 2020 term

**Your School**

Name of School \_\_\_\_\_  
 School Address \_\_\_\_\_

Finance Office Email Address \_\_\_\_\_  
 Contact Name \_\_\_\_\_ Contact Number \_\_\_\_\_

**Your Visit**

Proposed Visit Date \_\_\_\_\_ Estimated Arrival Time \_\_\_\_\_  
 No. Adults (£7 each) \_\_\_\_\_ No. Children under 16 (£7 each) \_\_\_\_\_  
 No. Free Adults \_\_\_\_\_ No. Children w/ WWP memberships \_\_\_\_\_  
 Age range of pupils \_\_\_\_\_ No. Adults w/ WWP memberships \_\_\_\_\_

For every 10 paying children (this does not include WWP membership holders) 1 free adult may accompany the group. We do not charge for entry for WWP members during school visits, however season passes must be shown.

**Your Extras & Additions**

We are able to supply pre packed goody bags (in paper bags) with a small number of gifts / stationary in them depending on the value. Please contact us for content details. Please mark below if you would like to book these:

£2.00 \_\_\_\_\_ qty      £3.00 \_\_\_\_\_ qty      £4.00 \_\_\_\_\_ qty

We offer a number of different talk topics in our classroom sessions where our education officer will speak to your group about that particular topic. During these talk they may show props and animals however only some of the props may be touched, we no longer offer handling of the animals at this time during talks. Animal interaction can still be enjoyed in our walk through enclosures.

The talk topics below are booked in at the time of arrival and are given out on a first come, first served basis, with talks costing £1 per student. Please tick which talk (if any) you wish to book:

- |                                    |                          |  |                          |
|------------------------------------|--------------------------|--|--------------------------|
| Dinosaurs, fossils & extinction    | <input type="checkbox"/> | Life in the sky                        | <input type="checkbox"/> |
| Deserts & their inhabitants        | <input type="checkbox"/> | Nature on your doorstep                | <input type="checkbox"/> |
| Forests & their inhabitants        | <input type="checkbox"/> | Let's talk about poo & pellets         | <input type="checkbox"/> |
| Jungles & their inhabitants        | <input type="checkbox"/> | Evolution of animals including us      | <input type="checkbox"/> |
| Living in, under & around water    | <input type="checkbox"/> | Different teeth for different jobs     | <input type="checkbox"/> |
| Reduce, reuse, recycle             | <input type="checkbox"/> | 5 more minutes - all about hibernation | <input type="checkbox"/> |
| Life at night                      | <input type="checkbox"/> | A bug's life                           | <input type="checkbox"/> |
| Rainforest S.O.S                   | <input type="checkbox"/> | What's that sound?                     | <input type="checkbox"/> |
| Weird wildlife                     | <input type="checkbox"/> | Cold blooded                           | <input type="checkbox"/> |
| Ugly is in the eye of the beholder | <input type="checkbox"/> | Grazing isn't lazing                   | <input type="checkbox"/> |
| On the hunt - the circle of life   | <input type="checkbox"/> | Human population & chimpanzees         | <input type="checkbox"/> |

An alternative talk type is a keeper talk about 1 specific animal outside that animal exhibit. These talks must be discussed before filling in the form by email (info@winghamwildlifepark.co.uk) or phone (01227 720836). These talks also cost £1 per pupil lasting 15 minutes followed by 15 minutes set aside for questions and answers. After discussing on the phone we can pre-book a time for you to join us for a keeper talk:

Animal \_\_\_\_\_ Time Slot \_\_\_\_\_

Due to keeper availability and other feeding & talk commitments throughout the day these talks **MUST** be discussed on the phone prior to sending a booking form or they will **NOT** be booked in.

## Terms for Wingham Wildlife Park Group Bookings

- We prefer payment to be settled on the day of the visit by credit card / debit card, cash or cheque (made payable to **Wingham Wildlife Park**). If payment cannot be settled on the day of the visit, we can email an invoice (please provide the correct email address on the previous page) which must be settled **within 14 days or may incur charges**.
- Please ensure that coaches park on the tarmac area to the right as you come in to the main car park.
- Please return this form along with the deposit to the address above, even if a provisional booking has been made by phone or e-mail as it will not be confirmed until we receive this signed document and deposit (please tick the correct option below for deposit payment):

- I have enclosed a deposit for **£42** by cheque made payable to Wingham Wildlife Park
- Please email me on \_\_\_\_\_ with an invoice for the deposit to be paid by BACS.

- We have a standard risk assessment available for free online in the education section of the website. Please feel free to use this, or alternatively if your staff wish to carry out their own risk assessment we can allow access to 2 members of staff (who must bring with them staff ID) to carry out a risk assessment during opening hours (other than bank holidays). Please give the names of these members of staff and the date on which they would like to visit. Please note that if they try to use this entry as part of a day out with friends or family they will be charged the full amount for entry:

First staff member name \_\_\_\_\_

Second staff member name \_\_\_\_\_

Date of risk assessment visit \_\_\_\_\_

- On the day of your visit, the lead adult must come to the main reception with a complete and accurate number of adults and children. They will again be counted on the way in and signed for by that adult. The invoice issued will be due for the number which is signed for. We will not change this number at a later date, so an accurate arrival figure is necessary.
- School bookings must be for a **minimum of 16 paying people** & on a **week day during term time**.
- For more information please call 01227 720836 or e-mail [info@winghamwildlifepark.co.uk](mailto:info@winghamwildlifepark.co.uk)
- Prices are **£7.00** per person (children and adults – including helpers and teachers).
- Please visit [www.winghamwildlifepark.co.uk](http://www.winghamwildlifepark.co.uk) and check through the section titled Education. This area contains a teachers pre-visit information pack, which gives full details of emergency procedures, rules of conduct and helpful information – **this rate does not include access to the indoor play area**. Please sign below to confirm that this pack has been read and that the information has been passed on to any relevant adults attending the visit (your groups will not be booked in unless this is signed):

- I have read and understand all of the information given in this form and the pre visit pack available from the Wingham Wildlife Park website. I agree to pass all of this information on to the relevant people before and during our visit.

Name \_\_\_\_\_

Position \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_