**ARTiculation Discovery Day Booking Form**

**Thurs 11 November, 10am-3pm**

Laing Art Gallery, Newcastle upon Tyne NE1 8AG

**Name of School/College:**

**Address:**

**Tel:**

**Name and title of co-ordinating member of staff:**

**Email address of co-ordinating member of staff:**

**Mobile no.** *(Please provide - we will only use in emergency):*

**We would like to bring …......... students from Yr12/13** *(max 10 places per school)*

**Which date:**

All students must be accompanied by a teacher or representative from the school.

**Please indicate how many teachers will accompany the students…..**

**Please detail any relevant access difficulties/ special educational needs:**

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Please ensure students bring a packed lunch.

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**AGREEMENT**

I understand that the School, College or Educational Organisation will be responsible for the payment of a cancellation fee of £10 per place for cancellations less than a week prior to the event.

Please note that you are responsible for doing your own risk assessment. Although every effort is taken to ensure visitors’ safety no responsibility can be accepted for any accident or loss by the Laing Art Gallery or The Roche Court Educational Trust.

Signature…………………………………………………… Date………………………….

Please send completed booking forms to

**anne.fountain@twmuseums.org.uk**

Anne Fountain, Learning Officer, Laing Art Gallery