




E: debbiehicks@stokehill.com

T: 07599 851064

 [@FarmStokehill](https://twitter.com/FarmStokehill)

www.stokehill.com

Booking Form

Group Name

Name of Lead Teacher

Email

Date of visit

Arrival time

Time of departure

What would you like us to cover during your visit? (Topic, skills, specification content etc)

Number of pupils Age of pupils

Number of teaching staff Number of additional adults

How will you travel to the farm?

If by coach, you will need to arrange drop off and collection. If by minibus, there is parking on the farm.

- I have read the agreement letter
- I have explained / will explain prior to the visit the code of conduct to pupils
- I have / will prior to the visit advise parents of the potential risks associated with countryside visits (see sample letter to parents)
- I have / will prior to the visit gained signatures from parents regarding consents for photography and other media coverage
- I understand and accept the booking conditions overleaf.

Signature of Lead Teacher (Or HeadTeacher)

Date

Booking Conditions

Acceptance of Bookings

Stokehill reserves the right to refuse to accept any booking without stating a reason.

Cancellation

Although the visits are free of charge to you, we are reliant on the funding by Natural England, who fund educational access at £290 per visit. If it is necessary for you to cancel any place related to your booking, please inform Stokehill in writing or by email as soon as possible. Cancellation is effective from the date your letter or email is received at the farm and will be subject to cancellation charges as follows:

If any individual cancellation is made less than 14 days before the visit, whether deliberately or by default, £290 must be paid in full, a condition which is accepted when the booking is confirmed.

Code of conduct

Visitors booking with Stokehill must be prepared to abide by our code of conduct with regards to safeguarding the natural environment and must agree to follow the safety instructions of Stokehill staff at all times. It is important to recognise that, although we are experienced in leading outdoor activities and fieldwork and are able to offer advice on safety procedures and conduct in the field, participants each have a legal responsibility to take reasonable precautions to maintain their own and other members of the group's safety.

Liability

Stokehill Education and Training Limited has public liability insurance (certificate available on request). No responsibility can be accepted for any loss of or damage to visitors' property or motor vehicles, or for injury or loss sustained whilst travelling in such motor vehicles except where caused through the proven neglect of the Stokehill. The safekeeping of guests' property, including money and valuables, must remain the responsibility of the visitors. School staff undertake to accept full responsibility for any supervision of their pupils at all times. Stokehill will not accept responsibility for any aspect of a course including services and facilities offered by an external supplier, or for any loss, damage or expense guests have incurred which is due to adverse weather conditions, industrial dispute or any other cause beyond the control of the Stokehill.

Other Information

Stokehill reserves the right to alter course programmes by agreement or engage alternative tutors if and as circumstances dictate. Stokehill cancels a course only after careful consideration, but reserves the right to do so. In this event, applicants will be informed as soon as possible and every effort made to find alternative dates or venues. Stokehill will not be liable for any additional cost or expense. Schools and course participants will be liable for the cost of lost or broken equipment and any damages resulting from inappropriate behaviour.