**Open Days Booking Form**

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| **Name of school** |  | | |
| **Date of visit** |  | | |
| **What we hope to gain from our visit** |  | | |
| **Name of visitor** | **What we would like to look at / area of**  **focus during the visit** | **Please tick to indicate if you would like a lunch** | **Tick to confirm each member of staff is CRB / DBS cleared** |
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For safeguarding purposes it is important that you send this completed booking form clearly indicating that all members of staff attending each Open Day are CRB / DBS cleared. Please make sure the booking form is sent from your school admin or head teacher’s email account.

Thank you for completing this form and we look forward to you visiting our school

Please return your completed booking form to [admin@hardwick.derby.sch.uk](mailto:admin@hardwick.derby.sch.uk)