



Educational Visit Booking Form

SCHOOL NAME

SCHOOL ADDRESS

POSTCODE

BOROUGH

TELEPHONE

E-MAIL

NAME OF GROUP LEADER (TEACHER)

School Type

(Please tick one box)

Infant

Junior

Secondary

Special

Home Schooling

University

Do any members of your group have any special needs we should be aware of? If so, please detail here:

Preferred Date of Visit:

Preferred Time of Visit: (If you are bringing just one class, please provide a choice of two times – we have a morning and an afternoon session. If you are bringing two classes, it is usually better to bring them both on the same day)

1 (10.30 – 12.00)

2 (13.00 – 14.30)

NO. OF PUPILS VISITING

KEY STAGE

YEAR OF GROUP

NO. OF TEACHERS VISITING

NO. OF ADULT HELPERS VISITING

(Please note that we require a minimum of three adults for every thirty pupils)

Which of the following science centre demonstration will you require?

Please visit our website www.benjaminfranklinhouse.org for more information about the Student Science Centre

- The True Nature of Lightning
- Inventing the Armonica
- Investigating Canals

Outreach

If you would like the Education Manager to make an outreach visit to your school, which Ben's Travelling Suitcase workshop would you like your class to participate in?

- Become an Inventor
- Look at Me! A lesson in 18th Century Portraiture

Preferred Date of Visit (We recommend the visit be held within 1 week of your visit to BFH):

Preferred Time of Visit (The session lasts 60-75 minutes):

How did you hear about educational visits at Benjamin Franklin House? (Please tick all appropriate)

- Leaflet
- Word of mouth
- Email
- Letter
- Previous visit to the House
- Other, please specify:

| RETURNING YOUR FORM |

The Education Manager will contact you to discuss all the arrangements. Prior to your visit, you will be provided with our Education Pack which includes suggested introductory activities and information about the House, Franklin and Georgian London.

If you later find you have to cancel your booking, we would appreciate at least 14 days notice. If you must cancel within those 14 days, we will ask your school for a donation to cover lost costs such as the fee for our actress and other staff time as we cannot fill open sessions at such short notice.

Contact **Education Manager** at:

Benjamin Franklin House, 36 Craven Street, London WC2N 5NF Telephone +44 (0) 207 839 2013

Email: education@benjaminfranklinhouse.org