

**Norfolk County Council
Environmental and Outdoor Learning Team
Outreach Sessions**

Outreach Session required.....

Agreed date.....

Name of School.....

Head Teacher.....

Address.....

Tel..... fax..... email

Name of class teacher

Email of class teacher.....

Groups

am) Number in class.....Year Group Topic required

pm) Number in class.....Year Group

Parking available.....

On arrival report to.....

Arrival time from

Details of class (es) – special requirements, etc.
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I understand that if cancellation of a course is made at any time between the course date and 14 days prior to this then the full course fee will be payable (£180 for half day / £250 for full day).

Signature of Head Teacher..... Date.....