**Behaviour Specialist Teaching Team Training - Booking form**

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| **Please complete (scan if needed) and return to:** lynda.hitchen@bradford.gov.uk |
| Please indicate your choice below |
| Title | SEMH in the classroom - Guidance for NQTs/RQT’s – 16.06.17 (AM) | [ ]  £50 |
| Title | Managing Low Level Behaviour – 22.06.17 (Twilight) | [ ]  £50 |
| Title | SEMH Children and the Early Years Environment - 04.07.17 (AM) | [ ]  £50 |
| Title | Positive Lunchtimes and Playtimes 2 sessions - 04.07.17 & ession 1 is on 03.10.17 (PM) | [ ]  £110 |
| Title | The National Nurture Group Network Accredited Training – 3 sessions - 11.01.18 , 12.01.18 & 09.03.18 (full days)  | [ ]  £500 |
| Title | Nurturing Talk Training – 07.02.18 (All day) | [ ]  £185 |
| **Please type all info below only:** |
| **Delegate name** |  |
| **Delegate** **Post title** |  |
| **School/ establishment name**, **address** including **postcode** | (this is where the invoice will be sent to) |
| School tel: |  |
| **Delegates school email address:****(to confirm registration/ main correspondence)** |  |
| **Delegates** **mobile Tel:****(to contact you in cases of emergency)** |  |
| **Authorised School Signature or email from Business Manager / Head /SLT**Email will be taken as confirmation your school accept the costs and terms below: | *Sign here if not emailing* |
| **Acceptance terms:** Places will be allocated on a first come first served basis and your acceptance will be confirmed to you in writing via email given on this form. **Cancellation terms:** * These terms are for all types of cancellation reasons
* No shows and 24 hour cancellations will be charged at full price.
* 2 days to 4 days notice there will be a charge of 50%
* 5 days to 13 days notice there will be a charge of 25%
* Cancellations received 14 days or more before the start will not be charged unless stated in the course advert.

**Invoice terms:** This course will be invoiced directly to your school/organisation.**Private bookings** can be accepted but must be paid in full two weeks before the start of the course. |

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| **Refreshments:** All food is buffet style, hot and cold drinks are provided.(Preferences and dislikes cannot be catered for).  |
| **Dietary Requirements- Vegetarian** DiabeticOther |
| I have a food allergy or intolerance to  |
| **Special Requirements:** Please tell us if you have any other special requirements other than dietary. |

**Please email this completed form only to** lynda.hitchen@bradford.gov.uk