**Course Application (Deaf and Hearing Impaired)**

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| **Please complete (scan if needed) and return to:** courses-sensory@bradford.gov.uk |
| Please indicate your choice below |
| **The following course is to be delivered in schools and dates are to be negotiated. Costs are whole course costs. Travelling costs are also to be added on.** |
| Introduction to Sign Language | [ ]  £235 |
| **The following courses are to be delivered in various locations. Costs are per person.** |
| Conductive Hearing Loss and its Implications – 11.10.17 | [ ]  £55 |
| Creating a Hearing Friendly School – 18.10.17 | [ ]  £55 |
| Including a Deaf/Hearing Impaired Child in an Early Years’ Setting – 18.10.17 | [ ]  £55 |
| Supporting Deaf and Hearing Impaired Children in Secondary School– 01.11.17 and 15.11.17 | [ ]  £110 |
| Supporting Deaf and Hearing Impaired Children in Primary School – 07.11.17 and 28.11.17 | [ ]  £110 |
| Working with Deaf and Hearing Impaired Children who have Additional and Complex Needs – 18.01.18 | [ ]  £105 |
| Basic Deaf Awareness – 14.03.18 | [ ]  £35 |
| **Please type in the boxes provided / indicate choices as required:** |
| **Delegate name** |  |
| **Delegate** **post title** |  |
| **School/establishment name**, **address** including **postcode** | (this is where the invoice will be sent to) |
| School telephone number |  |
| **Delegate’s school email address:****(to confirm registration/main correspondence)** |  |
| **Delegate’s** **mobile number:****(to contact you in case of emergency)** |  |
| **Refreshments:** All food is buffet style, hot and cold drinks are provided. (Preferences and dislikes cannot be catered for). | **Dietary Requirements:** Vegetarian[ ]  Diabetic[ ] Othersuch as food allergy or intolerance **Special requirements:** Please tell us if you have any other special requirements other than dietary  |
| **Authorised School Signature or email from Business Manager, Head/SLT** Email will be taken as confirmation your school accepts 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 the email given on this form. **Cancellation terms:** * These terms are for all types of cancellation reasons. All of which must be sent to us via email.
* No shows and 24 hour cancellations will be charged at full cost
* 2 days to 4 days’ notice will incur a charge of 50% of the full cost
* 5 days to 13 days’ notice will incur a charge of 25% of the full cost
* 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. |