

# School Booking Form



Name of school:

Contact Name:

Contact Phone:

Cell phone:

Email address:

Have you read our Risk Assessment Management report? (Attached or on the website)

Preferred Dates	Classes/year groups	Teachers names	Adult Totals	Student Totals

Alternative Dates (If your preferred dates are already booked)

Exhibition Dates		Tick the box
5 September – 13 December 2020	<b>POP GARDEN</b>	
	<u>Exhibition Tour:</u> 20 minute tour led by Expressions Whirinaki Educator	
	<u>Exhibition Tour and Art Workshop:</u> 1 hour – Pop Art screen printing	
12 September – 29 November 2020	<b>PUAKI</b>	
	<u>Exhibition Tour:</u> 30 minute tour led by Expressions Whirinaki Educator	
	<u>Exhibition Tour and Art Workshop:</u> 1 hour – Cyanotype printing	
Hall	Your breaks/rotation space and/or teacher led games: 15 – 30 minutes extra time	

Our activities can take place in the galleries or in our creative workshop. Note the workshop is upstairs and is not wheelchair accessible. Please advise us of any special needs requirements:

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Please indicate where the visit fits with the student programme or learning curriculum area:

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Expressions Photography	
Can we photograph your students during their visit for advertising purposes?	
Yes	No



## COVID-19 PRECAUTIONS UNDER LEVEL TWO

- We will have hand sanitiser to use before and after the activities.
- We will regularly clean the toilets and common areas.
- School groups will be booked on a one school per session basis. We will ensure groups are able to have sufficient room to keep safe in the facility by offering exclusive use of spaces for breaks, and we will do our best to ensure there is limited opportunities for contact with the public in our galleries whilst visiting.
- We have QR code to sign in.
- School groups must provide a roll of students and staff for on-site contact tracing purposes. We will provide names of all instructors for schools own contact tracing.
- We have soap, water and effective drying facilities in all bathrooms.
- All equipment and spaces used in workshops will be thoroughly cleaned between school bookings.
- Under Level 2, groups are to be kept at a maximum of 60 students, not inclusive of teaching and support staff. This is to ensure we keep below requirements of 100 people for our facility at any one time.