Alsager School

Provider Access Booking Request Form to come in to school

Requesting establishment name & address	
Contact name, email address & telephone number	
Role of establishment	
Aim of presentation	
Target group	
Request for an assembly slot	Y / N (please delete as appropriate)
No. of students the session/presentation is aimed at	
Duration of the session/presentation	
What AV/other facilities are needed	
No. of staff attending & names	
Support needed from school staff	

Provider Access Booking Request Form to attend an offsite event

Requesting establishment name & address	
Contact name, email address & telephone number	
Role of establishment	
Aim of presentation	
Target group	
No. of students the session/presentation is aimed at	
Timings	
Duration of the session/presentation	
Other invited establishments	
Any funding streams available to cover transport costs	
Venue risk assessment available	Y / N (please delete as appropriate)

Inspired Futures
It's all about you!