

**ELY CATHEDRAL**

**SCHOOL VISIT BOOKING FORM**

1. Name of organising teacher:.....
2. School name and address:.....  
.....
3. Telephone:..... EMail:.....
4. Date(s) of visit:.....
5. Time(s) of arrival:..... 6. Time(s) of departure:.....
7. Number of Pupils:..... Year:.....  
Number of adults:..... Key Stage:.....
8. Publications to purchase in advance (see booklet) *Please enclose a cheque made payable to Ely Cathedral.*  
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.....
9. Proposed activity/activities:.....  
.....
10. Do you require a Cathedral Guide? **Yes/No.** *If yes, please tell us as much as possible about your proposed visit (below) so we can offer help tailored to your particular requirements.*  
**(Please note that school staff are responsible for the discipline of their pupils).**  
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.....
11. What main areas of the curriculum do you wish to cover on your visit?  
.....
12. How much background knowledge do the children have already?  
.....  
.....
13. What ability range is represented?.....
14. Would you like to eat lunch in the Cathedral Centre? .....
15. Would you like: a) To order goody bags?.....  
*(please indicate which goody-bags and how many are required)*  
b)To use the cathedral shop?.....
16. Will you pay on arrival (**£2.00** per pupil **NB add on £1.00 per pupil for brass rubbing, crafts and re-enactment activities**)  
or would you like to be Invoiced?.....  
**You will be Invoiced for the numbers of pupils booked unless we are informed otherwise on the day of the visit.**
17.  Please indicate if you are bringing worksheets. It would be helpful if a copy is forwarded to the Cathedral Centre
18. Please add any other information overleaf which may help in our preparation for your visit.

**Please send this completed form to: Jan Munt/Marianne Billitt, Cathedral Education Officers, The Cathedral Centre, Palace Green, Ely, Cambs, CB7 4EW.**