



EcoACTIVE Booking Enquiry

For Office use only

Date	
Booking taken by	
Confirmation sent	

Name of School
Address of School
Contact at School:
Telephone:
Mobile
Email:

ext

Best times to call

Name of Nominated Safeguarding Children's Advisor at school:

Type of School: Nursery / Children's Centre Community Org / Youth Group
 Infant / Junior / Primary School Secondary School / 6th Form
 Special School (Primary Age) Special School (Secondary Age)

Details about dates and times

	Date of booking(s):	Timings: (Start, finish and breaks)	Key Stage / Age group / Class:	Assembly / Workshop
1st choice				
2nd choice				
3rd choice				
1st choice				
2nd choice				
3rd choice				
1st choice				
2nd choice				
3rd choice				

Details about assembly and workshops

Session topic	Waste and recycling <input type="checkbox"/> Food waste and dining hall recycling <input type="checkbox"/> Composting <input type="checkbox"/> Litter and environment quality <input type="checkbox"/>	Energy and climate change <input type="checkbox"/> Water <input type="checkbox"/>
What prior knowledge do pupils have?		
What would you like the pupils to get out of the session?		
Is this session part of a larger project?		
Is there a projector & laptop available in the room for the workshop?		<input type="checkbox"/>
Is there a projector & laptop available in hall for assembly?		<input type="checkbox"/>
Information about particular behaviour issues / needs of pupils:		
Any other issues		

Please see below for additional info about your booking.

STAFF

All ecoACTIVE staff members are experienced in working with young people and in a schools setting. Workshops are delivered by one of our two Education Officers, or an experienced Lead Session Worker and usually accompanied by at least one Session Worker and one volunteer.

The team will arrive half an hour before the workshop begins and report to the school office in the first instance. We are happy to provide ID and CRB reference details for all staff upon arrival (please let us know ahead of time whether this info will be required at the school office on the day).

Bearing in mind that ecoACTIVE staff are workshop facilitators and not all qualified teachers, we would ask that a teacher be present at all times during the workshop/project. The teacher will be able to relay our work to the rest of the school team and ensure that the impact of our work is far-reaching.

We look forward to working with you. With best wishes,

Jessica Dolan / Lucy Harrigan, Education Officers