**How to book:**

* Please call 03000 290900 and select option 1 for schools.
* Email info@rpmt.org.uk
* Our Booking Office is open Monday-Friday 9am-5pm

**What we need to know from you:**

|  |  |
| --- | --- |
| **Contact person name** |  |
| **School Name** |  |
| **Email address** |  |
| **Postcode** |  |
| **Is your enquiry about an independent visit / booked session / both?** |  |
| **Which session are you interested in booking?**  |  |
| **Year group** |  |
| **Number of classes** |  |
| **Number of pupils** |  |
| **Number of adults** |  |
| **Do any of the children have specific needs and what can we do to support them to get the most out of the session? More information on our SEND support page.**  |  |
| **Do you have anyone in your group who may need extra assistance in a fire evacuation?**  |  |
| **Preferred date** |  |
| **Preferred time** |  |
| **Travel arrangements – are you walking, getting the local bus or using a hired coach?** |  |
| **Payment – we prefer pre-payment but you can also pay on arrival** We accept all major credit and debit cards as well as cheques made payable to the Royal Pavilion & Museums Trust. |  |

**When we open for school visits**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Mon** | **Tues** | **Weds** | **Thurs** | **Fri**  |
| **THE ROYAL PAVILION**  | Independent visits and booked sessions  | Independent visits and booked sessions | Independent visits and booked sessions | Independent visits and booked sessions | Independent visits and booked sessions |
| **BRIGHTON MUSEUM** | CLOSED | Independent visits and booked sessions | Independent visits and booked sessions | Independent visits and booked sessions | Independent visits and booked sessions |
| **HOVE MUSEUM** | Independent visits only | CLOSED | CLOSED | Independent visits only. | Independent visits and booked sessions. |
| **BOOTH MUSEUM** | Independent visits only. No Booked sessions. | Booked Sessions AM only | Booked sessions AM only  | CLOSED | CLOSED  |
| **PRESTON MANOR** | CLOSED  | Independent visits and booked sessions.  | Independent visits and booked sessions.  | Independent visits and booked sessions.  | CLOSED  |