



Booking Form Chambers Farm Wood



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|--|----------------------|---------------------------|
| Date of Visit: | Arrival time: | Departure Time: |
| Name of School and Address: | | |
| No. of Students: | Age: | No. of Adults: |
| Group Leader: | | Contact Number: |
| Email: | | |
| Activities requested/planned | | |
| Have you any particular learning objectives from this visit: | | |
| Visit Cost: | | Purchase order no: |
| I wish to book the above visit. I confirm I have read and understood the notes attached and will ensure that the group complies with the conditions outlined. | Signed: | Date |
| | Name: | Position: |

Please return this form to:

Silverback Bushcraft, 16 Eyam Way, Grantham, Lincolnshire, NG31 7FT

Tel 07955819753



Information and conditions for educational visits to Chambers Farm Wood



The Group Leaders responsibilities:

To ensure a safe visit, the group leader will be expected to take an active part in the visit and will be entirely responsible for discipline, safety and overall control of the group

Group leaders are encouraged to arrange a preliminary visit with our staff to discuss the programmes, the groups needs and assess the site conditions.

The maximum ratio of pupils to staff should be as laid down by the LEA. It is the group leaders responsibility to ensure that students are wearing the appropriate footwear and clothing for the conditions

The forest is a working environment. The group leader will ensure that warning signs and instructions from Silverback Bushcraft staff are heeded, areas where work is in progress are avoided and the group is kept together. In the case of an accident, the group leader and visiting staff will be on hand to give any information about special requirements. The group leader will be responsible for ensuring that at least one supervisor has a basic knowledge of First Aid. Accidents, whether requiring treatment or not, must be reported to Silverback Bushcraft staff.

The school or other group, through the LEA or other insurance, as appropriate, will indemnify the Silverback Bushcraft and The Forestry Commission against all claims arising from any loss or damage, or injury or death to participants and any third parties arising from the education visit and will, during the period of the visit, maintain an insurance policy with a reputable insurance company for an amount of not less than £5 million in respect of any one claim. The amount of such insurance shall not limit the liability of the school, group or LEA to Silverback Bushcraft or the Forestry Commission.

The group leader is responsible for ensuring all litter is taken away with the group and that no damage is caused to the environment or site facilities.

Silverback Bushcraft staff responsibilities

During a visit led by Silverback Bushcraft staff, the staff member will co-ordinate the activities of the group and will advise the group of any particular known hazards that may apply on the day of the visit. All Silverback Bushcraft staff have basic knowledge of first aid and have kits at their disposal, although prime responsibility for rendering first aid remains with the group leader.

Silverback Bushcraft staff have the discretion to exclude from the visit anyone who is not properly equipped or fails to comply with other conditions listed above.