

Restorative approaches in educational settings

BOOKING NOTES

Places will be allocated on a first-come, first-served basis so apply early to secure your place.

The fee for this conference is shown on the booking form. This includes conference notes, buffet lunch and refreshment.

An invoice will be raised on receipt of this booking form and sent, under separate cover, to the address indicated.

Payment must be made within 28 days of the invoice date and in advance of attendance in order to secure your place.

Cheques should be made payable to PSS Conference Account and returned to Benedict Business Resources. BACS details will be provided on the back of the invoice.

Unfortunately we are unable to receive telephone bookings.

CONFIRMATION

A pack confirming your place will be mailed individually to each delegate shortly after receipt of the booking form.

CANCELLATION

It will not be possible to refund any fees if notification of cancellation is received after 14th November 2005. Any booking cancelled after this date will be subject to the full conference fee. Accommodation costs are non-returnable as from the point of booking onto this course. Substitute delegates are welcome. Notification of a change of name must be received in writing, by email or by fax.

Please note that it may be necessary, for reasons beyond the control of Public Sector Strategies, to change the content or timing of the programme, speakers or the venue.

Special needs information will be disclosed to the venue's representatives in order to facilitate your attendance at the event.

CONFERENCE DINNER AND OVERNIGHT ACCOMMODATION

Delegates wishing to stay at the conference centre the night before the conference are invited to join the conference chair and speakers at the three course conference dinner to be held at 8.00pm on 4th December. For those unable to attend the dinner, discounted accommodation and breakfast is also available. Please indicate your preference on the booking form on the reverse of this sheet.

ABOUT THE VENUE AND ITS LOCATION

Our event will be held in the purpose-built Wokefield Executive Centre, part of Wokefield Park, set in 250 acres of parkland. Excellent leisure facilities including an indoor pool, jacuzzi, sauna and gym. Also a challenging 18-hole golf course with driving range, pitch and putt (fee applicable). For further information call 0118 933 4000. All bedrooms are modern, well equipped with en suite facilities. The park is 5 minutes from Junction 11 of the M4, 35 minutes from Heathrow and 7 miles from Reading Station. A mini bus is available from Reading station. Places on the mini bus must be booked on the booking form (see reverse) Further information can be found at www.initialstyle.co.uk/venues

DATA PROTECTION

By signing this booking form you consent to these details being stored in a database operated by Benedict Business Resources on behalf of the Public Sector Strategies which will only be used for the purposes of administering this Conference and will not be sold to any third parties.

A full copy of the BBR privacy policy is available on request.

FORCE MAJEURE

Public Sector Strategies and Benedict Business Resources shall not be liable for any failure or delay in the performance of its obligation where the same is due to any circumstances outside its reasonable control including (without limiting the foregoing) war, strikes, lockouts, flood, earthquake, natural disasters, industrial action, shortage of supplies, breakdown of machinery, failure of utility supply, transport delays, accidents, government action, fire, riot, terrorism or criminal acts or delays caused by sub-contractors.

PLEASE SEE REVERSE FOR DELEGATE BOOKING FORM

Delegate Booking Form

THE 2ND ANNUAL RESTORATIVE APPROACHES IN EDUCATIONAL SETTINGS CONFERENCE



Monday 5th December 2005
Wokefield Park Conference Centre, Reading, Berkshire RG7 3AE



Registration - Please complete, sign & return by fax, email or post to the conference organisers for this event:

Benedict Business Resources
St Jude's Place, P.O. Box 617,
Albury, Guildford, Surrey GU5 9XU
Tel: 01483 203 536
Fax: 01483 202 335
Email: benedictbr@btinternet.com

Payment:

Rate per delegate

- Full Rate
£315.00 plus £55.15 VAT. **Total £348.15**
- Public Sector Rate
£260.00 plus £45.50 VAT. **Total £305.50**
- Schools and voluntary organisations
£195 plus £34.13 VAT. **Total £229.13**
- Conference dinner, bed and breakfast supplement
£135.00 plus £23.63 VAT. **Total £158.63**
- Bed and breakfast supplement
£110.00 plus £19.25 VAT. **Total £129.25**
- Minibus to and from Reading station
£7.50 + £1.31 VAT. **Total £8.81**

for details of conference dinner and accommodation supplements please see reverse

Total £ _____

payable to **PSS Conference Account** and return to **Benedict Business Resources**.

Group Bookings

A 10% discount is offered for group bookings of three or more delegates from a single organisation, providing the delegate names are forwarded as a single booking.

Signed

Dated

- If you do not wish to be notified about future PSS conferences and events please indicate by placing a cross in the box

Please note that these details will not be sold to third parties for any purpose.
Please complete in BLOCK CAPITALS

CONTACT DETAILS

Name of organisation: _____

Address to which delegate packs should be sent: _____

Town, County: _____

Post Code: _____

Contact Name: _____

Telephone: _____

Fax: _____

Email: _____

Purchase Order No: _____

Invoicing Address if different: _____

DELEGATES' DETAILS

Delegate 1

Title: _____

Name: _____

Job Title: _____

Workshop Choices: 1st () 2nd () 3rd ()

Special Needs – Please circle as appropriate

Vegetarian Diet

Induction Loop

Vegan Diet

Large Print

Wheelchair Access

Other (please specify) _____

Delegate 2

Title: _____

Name: _____

Job Title: _____

Workshop Choices: 1st () 2nd () 3rd ()

Special Needs – Please circle as appropriate

Vegetarian Diet

Induction Loop

Vegan Diet

Large Print

Wheelchair Access

Other (please specify) _____