



# Leading happy schools

Thursday 15 May 2008, Park Plaza, Belfast International Airport

Booking form fax **01823 444 142**

## School details

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Postcode: \_\_\_\_\_

Tel no: \_\_\_\_\_

Fax no: \_\_\_\_\_

Email\*: \_\_\_\_\_

## Delegate details

Title: \_\_\_\_\_

Full name: \_\_\_\_\_

Position: \_\_\_\_\_

Dietary requirements: \_\_\_\_\_

Email\*: \_\_\_\_\_

## Additional delegate details

### Delegate two

Title: \_\_\_\_\_

Full name: \_\_\_\_\_

Position: \_\_\_\_\_

Dietary requirements: \_\_\_\_\_

Email\*: \_\_\_\_\_

\*Emails are required for all delegates. Please write clearly.

## Conference cost and payment details

The **Leading happy schools** conference will cost **£175** per delegate.

Total amount payable **£**

Please tick the option box to indicate how payment will be made.

I enclose a cheque for the full amount stated above made payable to the Specialist Schools and Academies Trust. Confirmation of delegate place(s) will be sent prior to the event.

I have made payment by BACS to Barclays Bank, Sort code **20-67-59**, Account number **70252859**. My bank payment reference is:

The school will require an invoice to be sent before payment can be made. I understand that the confirmation of delegate place(s) can only be given after full payment is received. My PO/reference is:

### Terms and conditions

By completing this booking form, I agree that a place will be reserved for the delegate(s) named above and I agree to ensure payment will be made in full. I understand that places can only be cancelled in exceptional circumstances and the SSAT must be notified in writing. Any refund will be made only at the discretion of the SSAT and will be subject to an administration fee of £50. Replacement delegates may be nominated at any time prior to the start of the course, and the SSAT must be notified in writing.

### Data protection statement - your privacy

SSAT gathers, holds and processes personal data in accordance with the requirements of the Data Protection Act 1998. Any personal data you supply will be used by the SSAT for the purpose of attending these programmes. Such data may also be released to third parties (such as service suppliers for organising programmes) where necessary for the above purposes. Whilst the personal data is stored in the UK, we may transfer data to other countries including those without data protection laws. For further information see our website: [www.schoolsnetwork.org.uk/privacystatement.aspx](http://www.schoolsnetwork.org.uk/privacystatement.aspx)

### Opt in statement

Please check YES to receive information (including via email) about promotions and special offers from exhibitors, sponsors and other partners.  YES  NO

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Please return this booking form to **Claire Trott**, iNet Senior Project Administrator

Specialist Schools & Academies Trust  
Ground Floor, Unit 3, Heron Gate Office Park, Taunton, TA1 2LR

Tel: 01823 446905 Fax: 01823 444142

Email: [claire.trott@ssatrust.org.uk](mailto:claire.trott@ssatrust.org.uk)