



# WELLS FIELD STUDY CENTRE



## "Learning at its best!"

Any Norfolk school is welcome to apply for a curriculum related course at the centre during term time & benefit from LEA supported prices. Key Stage 2 & 'A' Level groups find the centre's size & facilities very attractive for residential & day environment related courses.

### Quality

- Qualified & experienced teaching staff work with each group to plan & deliver a course tailored to specific curriculum or syllabus needs.
- Friendly support staff help with domestic & administrative matters.
- Well maintained premises, equipment, library, resources & computers are available at our 34 bed, self or partially catered centre, on the wonderful North Norfolk coast.
- A very large percentage of our school groups are 'highly satisfied' repeat visitors requiring curriculum related first hand experience of environmental studies, in a calm & supportive residential setting.

### Sustainability

- We are the first & only field centre in Norfolk with the prestigious & independent EnCams **Eco-Centres Award**. This acknowledges our commitment to apply the principles of sustainable development & environmental performance in our policy and practice. At Wells we 'practice what we preach' & involve our visitors in doing the same.

### Safety

- Our safety systems & record are second to none. All our activities are risk assessed & carefully supervised by well trained staff, with local knowledge. Our Health & Safety Policy & risk assessments follow NCC & LEA guidelines & are available for inspection.

**To avoid disappointment please book early if you would like a course in 2002/3.**

Booking forms & prices are in school now & are available on line at our website:

**[www.wells-field-centre.org.uk](http://www.wells-field-centre.org.uk)**

or call 01328 710525.

Provisional residential bookings for 2003/4 are now also being taken.

### Looking for group residential accommodation?

In addition to its role as a Field Centre the centre also provides a comfortable and welcoming venue for school and adult groups. Group residential accommodation at weekends or during the school holidays is available in this wonderful part of the North Norfolk coast.

Please ring to discuss your needs.

Application received

Week allocated

Booking offered

Booking confirmed

Information sent

Planning meeting

FOR OFFICE USE ONLY

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**WELLS FIELD STUDY CENTRE**  
**APPLICATION FOR RESIDENTIAL FIELD COURSE**  
**September 2002– August 2003**

**SCHOOL / COLLEGE**

Name of School ..... Phone .....

HeadTeacher/Principal..... Fax .....

Address.....

..... e mail.....

Name of Group Leader/Teacher-in-Charge.....

**GROUP**

Number in group (max. 30 at one time) ..... Year .....

Subject ( 'A' Level only) ..... Board/Syllabus.....

**COURSE**

Circle your choice of: 1 x Five day course 1 x Four day course 2 x 2.5 day course 1 x 2.5 day course

Preferred term and/or dates: 1st choice ..... 2nd choice .....

Indicate any unacceptable term or dates.....

Date when Centre last used.....

Please indicate the main aims of your visit: please use page overleaf if necessary.

I understand and agree to the cancellations of booking conditions.

Signature of Head Teacher/Principal.....

Please send completed forms to: Christine Marshall, Head of Centre, Wells Field Study Centre, Polka Road, Wells-next-the-Sea, Norfolk, NR23 1EF (Fax 01328 711423) asap and before **May 1<sup>st</sup> 2002**.  
Alternatively book online at: [www.wells-field-centre.org.uk](http://www.wells-field-centre.org.uk) look under 'Making a Booking'.

# **WELLS FIELD STUDY CENTRE**

Norfolk LEA High School Prices  
September 1<sup>st</sup> 2002 until August 31<sup>st</sup> 2003

## **Centre Taught Residential and Day Course Prices**

### **Half Week Course 1 x 2.5 days**

Monday am until Wednesday lunchtime **OR** Wednesday am until Friday lunchtime

<b>PRICE PER HEAD</b>	<b>MINIMUM FEE</b>
<b>£66</b>	<b>£990</b>

### **Split Week Course 2 x 2.5 days**

Group 1: Monday am until Wednesday lunchtime

Group 2: Wednesday am until Friday lunchtime

<b>PRICE PER HEAD</b>	<b>MINIMUM FEE</b>
<b>£64</b>	<b>£1,920</b>

### **Four Day Course**

Monday am until Thursday lunchtime

**OR** Tuesday am until Friday lunchtime

<b>PRICE PER HEAD</b>	<b>MINIMUM FEE</b>
<b>£85</b>	<b>£1,275</b>

### **Five Day Course**

Monday am until Friday lunchtime

<b>PRICE PER HEAD</b>	<b>MINIMUM FEE</b>
<b>£102</b>	<b>£1,530</b>

### **Day Course**

<b>PRICE PER HEAD</b>	<b>MINIMUM FEE</b>
<b>£11</b>	<b>£ 165</b>

# WELLS FIELD STUDY CENTRE

## Conditions Of Booking For Norfolk LEA Schools

Please note that for all these courses:

- The LEA is subsidising the full cost of courses to students.
- Use of the Centre minibus for agreed field visits is included.
- Up to four staff places per course are free.

### Financial Conditions Of Booking

For your convenience we do not operate a booking deposit system. However the following cancellation penalties will be incurred by schools cancelling booked and confirmed courses. **We advise you to take out insurance to cover the costs that might be incurred if you have to cancel a booking.**

1. If cancellation of a confirmed course is made at any time up to sixteen clear weeks before the beginning of a course then 25% of the total course fees shall be payable.
2. If cancellation is made between the period of sixteen and eight clear weeks before the course begins, then a cancellation fee of 50% of the total course fees due shall be payable. If the booking can be allocated to another school then only 25% of the total course fees shall be payable.
3. If cancellation is made less than eight clear weeks before the course begins, then a cancellation fee comprising the total course fees due shall be payable. If the week can be allocated to another school then only 25% of the total course fees shall be payable.
4. Total course fees due will be based on whichever amount is the higher between the number of places booked and the minimum fee.
5. If for any unforeseen reason the Centre has to cancel your course, every effort will be made to re-book you.