**LEADING STAFF WELLBEING –**

**GETTING IT RIGHT!**

(Primary and Secondary Leaders)

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Venue: **The Billericay School, School Road, Billericay, CM12 9LH**

Date and Time:  **Two twilight sessions**

**7 & 21 November 2017 (4.15pm-5.45pm)**

Cost: **£100 per delegate**

**BOOKING FORM**

|  |  |  |
| --- | --- | --- |
| **School:** |  | |
| **School Tel No:** |  | |
| **Headteacher:** |  | |
| **Headteacher Email Address:** | |  |

**Delegate Details:** (Please insert additional rows as necessary)

|  |  |  |
| --- | --- | --- |
| **Name:** | **Contact Tel No.** | **Email Address** |
|  |  |  |
|  |  |  |
|  |  |  |

**Special Requirements (dietary/mobility etc):**

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| --- |
|  |

**School CPD Leader Details**:

|  |  |  |  |
| --- | --- | --- | --- |
| **Name:** |  | **Email Address:** |  |

**Contact Details for Invoicing purposes:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name:** |  | **Email Address:** |  |

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| --- |
| To secure a place on this programme, please complete this Booking Form and return via email to: [mjones@billericay.essex.sch.uk](mailto:mjones@billericay.essex.sch.uk) |

* Places will be allocated on a first come/first served basis
* Confirmation will be sent via email
* Further details will be sent prior to the start of the programme
* If for any reason the booking has to be cancelled, a refund will only be issued if the place can be filled

For further information please contact: Mel Jones, Billericay TSA Administrator, The Billericay School, School Road, Billericay, Essex, CM12 9LH T: 01277 314420 E: mjones@billericay.essex.sch.uk