

Schools' Link Programme

Workshop Guidelines and Booking Form

If you are interested in booking a workshop please read the guidelines carefully and complete the attached booking form to confirm your interest and preferred date.

- Return this form to
Department of Learning, English National Ballet, Markova House, 39 Jay Mews, London SW7 2ES; or
Fax to 020 7225 0827 or email learning@ballet.org.uk
- After you have submitted this form we will contact you within ten working days to confirm your booking.
- We will then send a contract and invoice to you by post. You must return the completed contract before the workshop takes place. The information you supply on this form will be given to the Dance Artist and is vital to their planning process.

Guidelines for school workshops

Dates	Workshops are available across the UK all year round. Please provide your preferred date on the booking form and we will contact you to confirm whether or not your first choice is available. As part of Workshop Package Four, the <i>Beyond Ballets Russes</i> INSET day will be held on Monday 26 March 2012 in London.
Duration	1/2 day workshop is two hours, full day workshop is four hours (two two-hour workshops).
Venue	<i>The Nutcracker</i> workshops during December 2011 can be held at English National Ballet's studios, London. At all other times workshops are to be held at your school or venue. The space must be of reasonable size (minimum 30ft x 30ft), be warm and have a suitable floor for dance (i.e. sprung or wooden floor, <u>not</u> carpet or concrete).
Cost	Workshops from £230, INSET £150 per person. See booking form for more details. All prices <u>exclude</u> VAT.
Participants	Workshops are available for Nursery to Vocational level and Special Educational Needs schools. No previous dance experience is necessary. Participants are advised to wear loose comfortable clothing with bare feet or ballet flats. <u>No</u> socks, trainers or jewellery and long-hair must be tied up. English National Ballet <u>must</u> be informed of any SEN or medical requirements in advance.
Group size	10 - 30 per workshop (even numbers are preferable).
Equipment	We aim to have a Musician at every workshop therefore a tuned piano is ideal. Alternatively a keyboard, CD player or MP3 connection must be provided.
Safety	Your organisation is responsible for the health and safety and first aid. A member of staff <u>must</u> be present throughout the workshop.



Workshop Booking Form

Contact Details

Name of school/organisation	
Address (we will send all correspondence to this address)	
London borough (if applicable)	
Main contact name and job title	
School/organisation phone number	
Mobile number	
Email	

Workshop Details

Please indicate on the table below which workshop packages you are interest in booking and state the number of workshops you would like to book. All prices exclude VAT.

Workshop package	1/2 day workshop	Full day workshop	Teachers' workshop	Teachers' INSET
One: Ballet Essentials	_____ @ £250	_____ @ £400		
Two: <i>The Nutcracker</i> Workshop and Theatre Visit	_____ @ £230	_____ @ £375		
Two: <i>Strictly Gershwin</i> Workshop and Theatre Visit	_____ @ £230	_____ @ £375		
Three: <i>Men Y Men</i>	_____ @ £350	_____ @ £500	_____ @ £250	
Four: <i>Beyond Ballets Russes</i>	_____ @ £300	_____ @ £450		_____ @ £150 per person

Discounts

Workshop Package Three: *Men Y Men* plus Teachers' workshop - book together and receive £50 off

Workshop Package Four: *Beyond Ballets Russes* plus Teachers' INSET - book together and receive £50 off

Please indicate a preferred date and start time and we will contact you within ten working days to confirm.

As part of Workshop Package Four, the *Beyond Ballets Russes* INSET day will be held on Monday 26 March 2012.

Selected workshop package	Date	AM	PM

Group Details

Location of workshop (<i>The Nutcracker</i> workshops can be held at English National Ballet's studios)	
Space type (e.g. gym, hall, dance studio)	
Equipment (e.g. piano, keyboard, CD player, MP3 connection)	
Participant information	Year group _____ Level of study _____ Dance experience _____ SEN _____
Male/female ratio	Male _____ Female _____

Theatre Ticket Details

Please indicate which performance you would like to attend and how many tickets you require.

Repertoire	Theatre	Date and time	Price
<i>The Nutcracker</i>	London Coliseum	Tuesday 13 December 2011, 2.30pm	£10 each
	The Mayflower, Southampton	Thursday 13 November 2012, 2pm	£6 each
	Palace Theatre, Manchester	Thursday 29 November 2012, 2pm	£7 each
<i>Strictly Gershwin</i>	London Coliseum	Thursday 12 January 2012, 2pm	£8 each
	Bristol Hippodrome	Thursday 16 February 2012, 2pm	£6 each
<i>Beyond Ballets Russes</i>	London Coliseum	Tuesday 27 March 2012, 7.30pm	£10 each

I would like to book _____ tickets for workshop participants
_____ free tickets for teachers (one free for every ten purchased)
_____ additional tickets
_____ total
For the performance of _____ on _____ (date)
Once confirmed, tickets are <u>not</u> exchangeable or refundable.

Thank you for your booking.