

**Please return to:**

**eyenquiries@solihull.gov.uk**

***Or***

Solihull Early Years’ Service

Solihull Council

5th floor West Wing

Manor Square

Solihull B91 3QB

**SOLIHULL EARLY YEARS SERVICE: Training Booking Form**

**Please refer to the** [**Booking Form and Procedures**](https://www.solgrid.org.uk/eyc/training/booking-procedures/)  and [**Attendance policy**](https://www.solgrid.org.uk/eyc/training/attendance-policy/) **for terms and conditions**

*This ‘booking form’ will be securely stored for the current financial year + 1 year*

|  |  |  |  |
| --- | --- | --- | --- |
| **Leader/Manager/Childminder:** |  | **Setting Name:** |  |
| **Telephone number:** |  | **Out of hours contact:**  |
| **Email address:**  | **Setting Address:** |
| **Please tick/highlight which applies to your setting: PVI Setting** [ ]  **School** [ ]  **Childminder** [ ]  |
| **COURSE DATE** | **COURSE TITLE** | **PRACTITIONER ATTENDING*****(Please print in block capitals the name as you would like it to appear on the certificate if issued*)**  | **TIME** | **VENUE** | **COST** |
|  |  |  |  |  |  |
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* Payments will be by invoice
* If your setting is based in a school and you are able to pay by journal, please provide the cost centrecode: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Leader/Manager) **Signed:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Leader/Manager)