



HINTS & TIPS FOR PLANNING A VISIT

Thank you for thinking about making a booking with the 1620s House & Garden. Please consider the points below before completing the online School Booking Form.

- If you would like to make an enquiry please contact the booking team on 01455 290429 or email DLHManorHouse@leics.gov.uk
- We start to check facilitator availability once we have received the online School Booking Form. Please therefore send this through as early as possible to avoid disappointment.
- Please select a sufficient number of activities on the School Booking Form to fill your time onsite. Details on each of the sessions can be found under the section 'Learning Sessions' on the Educational Visits web page
www.doningtonleheath.org.uk/learning/educational-visits
- It can take approximately 10 working days to process your booking and send you your confirmation letter – please factor this in when planning in your preferred date.
- We include the terms and conditions in the School Booking Form so that you are aware of them but they are not implemented until we send you your confirmation letter, in which we include them again for your reference.
- Your itinerary will be sent to you approximately 2 weeks before your visit.
- A 15 min slot to drop off bags is built into the itinerary anytime from 9.45am but please be aware that your first school activity cannot start until 10am.