



Offaly County Childcare Committee Ltd

Training & Event Booking Form April - June 2018

One form to be completed per participant. Please complete the event details on the other side of this sheet.

Participant Name:

Service Name:

Address:

Participant Mobile No:

Details of the events from April to June are on the back of this sheet. Please tick the event you wish to attend. Please total the fees and include them in section A below. Payment should be returned with the completed booking form to secure your place. This event is subsidised by Offaly County Childcare Committee.

Payment Details:

A: Total Cost of the Events you wish to attend: € _____

Please Tick One Box Below: A service may send in one cheque to cover all staff. If your payment is part of a group payment please tick C. Only one participant per service will complete B and will include the total amount payable by the service for all participants.

B. I enclose a cheque/postal order € _____ (made payable to Offaly County Childcare Committee and returned to the address below).

Or:

C. Payment included in Service Group Cheque

Your place for this event will be confirmed when payment has been received.

Cancellation Policy:

- Cancellations must be submitted by contacting Offaly County Childcare Committee. Cancellations received 3 days before the start of the event will be entitled to a 100% refund. We regret that there will be no refunds for cancellations made within 72 hours of the start of the event.
- If the event is cancelled by Offaly County Childcare Committee as much notice as possible will be given to participants and fees will be fully refunded.

Places Policy:

Places are offered on a first come first served basis. It is advisable to return the booking form as soon as possible as places fill up quickly. If places are not available when we receive your booking form you will be placed on a waiting list. A refund will be given if the event you wish to attend is booked out.

Signature: _____

Date: _____

Event	Date	Venue	Time	Cost	Please Tick if attending
EQUALITY, DIVERSITY & INCLUSION TRAINING	Saturday April 21 st	The Offaly Centre for Independent Living, Tullamore	10.00am – 4.30pm	€10 per person	
	Wednesday April 25 th		7.00pm - 10.00pm		
	Wednesday May 9 th		7.00pm – 10.00pm		
	Wednesday May 16 th		7.00pm – 10.00pm		
Maximum of 16 places - 6 places available					

Event	Date	Venue	Time	Cost	Please Tick if attending
EQUALITY, DIVERSITY & INCLUSION TRAINING	Saturday May 26 th	The Offaly Centre for Independent Living, Tullamore	10.00am – 4.30pm	€10 per person	
	Tuesday May 29 th		7.00pm - 10.00pm		
	Tuesday June 5 th		7.00pm – 10.00pm		
	Tuesday June 12 th		7.00pm – 10.00pm		
Maximum of 16 places					

County Wide Events

Event	Date	Venue	Time	Cost	Please Tick if attending
Siolta Information Workshop	Tuesday April 24 th	The Offaly Centre for Independent Living, Tullamore	7.30pm – 10.00pm	€5 per person	
Level 8 Information Evening	Tuesday May 8 th	LOETB Office, Castle Buildings, Tullamore	7.30 – 9.00pm	FREE	
Irish Workshop	Thursday May 10 th	The Offaly Centre for Independent Living, Tullamore	7.30pm -9.30pm	€5 per person	
TEACHER TALK SPEECH & LANGUAGE WORKSHOPS	Tuesday May 15 th & 22 nd	The Offaly Centre for Independent Living, Tullamore	7.00pm – 10.00pm	€10 per person	
Interactions Workshop Aged 0-3 years	Wednesday May 23 rd	The Offaly Centre for Independent Living, Tullamore	7.30pm -9.30pm	€5 per person	
Interactions Workshop Aged 3-6 years	Thursday May 31 st	The Offaly Centre for Independent Living, Tullamore	7.30pm -9.30pm	€5 per person	
CAPA Workshop	Wednesday June 6 th	The Offaly Centre for Independent Living, Tullamore	7.30pm -9.00pm	€5 per person	
Child Protection & Welfare Training	Saturday June 9 th	The Offaly Centre for Independent Living, Tullamore	9.30am – 4.30pm	€10 per person	