



# 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
<b>EQUALITY, DIVERSITY &amp; INCLUSION TRAINING</b>	Saturday April 21 <sup>st</sup>	The Offaly Centre for Independent Living, Tullamore	10.00am – 4.30pm	<b>€10 per person</b>	
	Wednesday April 25 <sup>th</sup>		7.00pm - 10.00pm		
	Wednesday May 9 <sup>th</sup>		7.00pm – 10.00pm		
	Wednesday May 16 <sup>th</sup>		7.00pm – 10.00pm		
<b>Maximum of 16 places - 6 places available</b>					

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

### **County Wide Events**

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