



LSE Moving On – booking form 2016-17

Name of School & Borough: _____

Teacher Name & Position: _____

Email address: _____

Number of pupils (30 max): _____

Number of adults (min 3): _____

Do any of your pupils have any specific needs/requirements that we should be aware of? Yes/No

(If yes please provide details)

Section A

Please indicate your preference for the dates we have available from 1-5 with 1 being your most preferred and 5 your least. Please note that places will be operated on a first come first served basis and we will try to accommodate your date preference where possible. All sessions run from 10am-1.15pm.

Friday 9 December 2016 _____

Monday 12 December 2016 _____

Wednesday 14 December 2016 _____

Thursday 15 December 2016 _____

Friday 16 December 2016 _____

Monday 19 December 2016 _____

Tuesday 20 December 2016 _____

Wednesday 21 December 2016 _____

Wednesday 18 January 2017 _____

Wednesday 1 February 2017 _____

Wednesday 8 February 2017 _____

Wednesday 1 March 2017 _____

Monday 3 March 2017 _____

Monday 13 March 2017 _____

Monday 27 March 2017 _____

Tuesday 28 March 2017 _____

Thursday 30 March 2017 _____

Friday 31 March 2017 _____

Thursday 20 April 2017 _____

Friday 21 April 2017 _____

Monday 22 May 2017 _____

Tuesday 23 May 2017 _____

Tuesday 6 June 2017 _____

Thursday 8 June 2017 _____

Friday 9 June 2017 _____

Other date preferences (we will try to accommodate any other dates depending on room availability but please note this is very limited):

Please note that the programme is very popular and although we try to accommodate all requests it is sometimes not possible to provide a session for every school. Bookings are made on a first come, first served basis. If you are not able to gain a place then we will add you to the waiting list and notify you of further dates as they become available.

Please note for monitoring and evaluation purposes it is a requirement that all pupils and the class teacher complete a pre- and post-evaluation survey. Please see the privacy notice below that applies to the student's data:

Data Protection Privacy Statement

Any information provided will be stored on a database in accordance with the Data Protection Act 1998 (DPA). We may share information with your school/college and nominated parent/carers.

Additionally, we may share your data with other internal departments of LSE to provide School services, and may send you information about future opportunities to attend events at LSE that we think will be of interest to you.

For research and monitoring purposes only, data about attendees of widening participation activity may be shared with trusted education sector organisations including, but not exclusively: The Higher Education Funding Council for England (HEFCE), Department for Education (DfE), Higher Education Statistics Agency (HESA) or the University Colleges Admissions Service (UCAS) and our partners including Higher Education Access Tracker (HEAT) service subscribers and the National Data Service to help evaluate the effectiveness of our activity. The data collected will not be used in a way that would affect you individually. We will not share your data with anyone who is not an official body or for any commercial purpose.

You have the right to opt out of sharing of your data at any time, please e-mail widening.participation@lse.ac.uk to do this. Under the Data Protection Act 1998 (DPA) you have the right to a copy of the data held about you by us for a small fee. If you have concerns about the use of data for these purposes or would like a copy of the data we hold about you request should be made to Rachael Maguire by email: r.e.maguire@lse.ac.uk or by telephone: 020 7849 4622.

Teacher signature: _____

Please scan and email this form back ASAP to widening.participation@lse.ac.uk – the deadline is Friday 25th November 2016. A member of the LSE WP team will then be in touch after the deadline to confirm whether you have been successful in gaining a place and which date you have been allocated.