**TAUGHT STUDENT’S ON-GOING (CONTRACTED) ROOM-BOOKING FORM**

This Booking Form is for the regular, ongoing and contracted, room-bookings for students on the taught part of the Clinical Training course.

Please read the students room-booking *Terms and Conditions.*

There is a separate room-booking form for student’s ‘occasional’ room-bookings.

This contract will last for 6 months, unless cancelled as outlined in the *Terms and Conditions.*

Rooms must be booked from the top of the hour (e.g. 10am, 3pm, 7pm).

The room-booking hour is for 55 minutes. This allows time for the next room-booker to prepare the room.

Room-booking charges from May 2012:

Blues Project and low-cost Clients (£49 and under): **No Charge**

Full-cost clients (£50 and over): **£5.00** per hour

Please complete:

**Name:**

**Year Group:**

**Name of room(s) Day(s) Time(s) Blues, Low-cost or Full-cost**

*( Orbach Tuesday 3pm – 4pm Blues )*

**Signed:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please note: students who are anticipating Blues Project referrals may reserve rooms for up to four hours per week, subject to availability. These room-bookings can be held for a period of up to eight weeks prior to the anticipated work with clients beginning. Please discuss this with the Administration Office.