

Amanda's Creature Comfort's CIC

Educational Establishments Booking Agreement

(school, college, university)

By signing this document, you agree to abide by the following statements, so complying with our health and safety policy, and welfare of the animals.

1. The staff of Amanda's Creature Comfort's CIC are fully qualified lecturers and hold a BA in Animal Behaviour and Training.
2. The hiring of an animal workshop with Amanda's Creature CIC is for **ONE** academic class only. This is taking into account the average UK class sizes of approximately 30 students.
3. You are agreeing to hiring Amanda's Creature Comfort's CIC at a cost of £150 per hour (this time frame covers ONE academic class only) between the hours of 10am-2pm.
4. If you would like us to visit multiple classes within our allocated time of 10am-2pm, we can offer a discount of 30% off the total cost for 4 classes. This must be agreed with Amanda's Creature Comfort's CIC when confirming a booking.
5. Total student numbers for the whole animal workshop will not exceed 30 students, or ONE academic class, whether being actively involved with the hiring of the animals or not. Student numbers will be given to Amanda's Creature Comfort's CIC when booking a workshop so Amanda's Creature Comfort's CIC staff can plan for the number provided.
6. **No 'pop in' student's are allowed** under any circumstances to protect our animal's welfare. We have prepped for the 1 class to protect their welfare. Any 'pop in' student's will be asked to leave.
7. If more than one academic class has been booked on the same day, the number of animal's we bring will be more so the animals can be rotated, allowing non- handling rest time between any 2 classes. Appropriate 'rest time' for the whole animal group, must be provided in between the morning classes and afternoon classes (your lunch break is ideal). This is to maintain the animal's welfare, prevent over handling and adequate rest.
8. If any animal displays signs of 'tiring', 'distress', 'discomfort', they will be 'stood down' and no longer offered in the animal workshop/event. In this case, a 'replacement' animal will be on 'stand by' for this instance.
9. All school visits must provide us with a 'quiet room' will be required for the animal handling event to set up and take place. This is to secure the animals' welfare, away from loud noises and busy areas/crowds. This can be in the form of a designated classroom, or other room away from the main crowd of individuals.
10. The educational establishment or event venue in which the animal handling workshop will take place in, **MUST** have appropriate heating to maintain the animal's welfare in not allowing their temperatures to drop below 18C (for exotics), 15C (for mammals/birds). If this was to happen, a heating source must be sought for, i.e. nearby hot water source/ portal heater, otherwise Amanda's Creature Comfort's CIC reserves the right to stop the event and leave the premises.
11. For bookings agreed to be held outside, the weather must be favourable for the animals. A 'back up' venue/room must be on hand to move animals inside if the outside temperatures drop too low, and the animals' display signs of discomfort/distress. If this cannot be adhered to then Amanda's Creature Comfort's CIC reserves the right to stop the event and leave the premises.
12. All participants must be made aware prior to the animals' arrival, to **maintain their distance from the animals at all times**, unless invited up to meet them by a member of Amanda's Creature Comfort's staff team. Guests will be asked to back away if they approach prior to staff invitation.
13. The educational establishment will be asked to sign for photograph permissions below prior to the event starting on behalf of the student's attending (parental permission will have already been sought after by the educational establishment). For any student who does not have parental permission, it is the responsibility of the teaching staff to inform Amanda's Creature Comfort's CIC when we arrive on site, and so 'hands only' photographs will be taken if allowed by the educational establishment. Safeguarding is paramount to Amanda's Creature Comfort's CIC, and so the choice of the responsible

adult will be respected. For further education/higher education establishments, the student's themselves will be asked to sign the photograph permissions form (unless under 18, whereby a staff member will be asked to give permission).

14. All staff **MUST** take full responsibility for their student's whilst the animals are in attendance. Amanda's Creature Comfort's CIC does not take responsibility for any accidents occurring to unsupervised students of any age.
15. The invoice for the booking will be sent using the email address provided with the instruction of **full payment being received before the date of our visit**. Payment can be made via cash, BACS or cheque. If payment is not received by the date of the booking, then an extra charge of **£20 per day late fee** will be invoiced to the educational establishment. This is to prevent late payments for our services which in turn affect the running of our CIC.
16. **For council run establishments**, it is advised that the invoice be sent for payment in a timely manor to avoid payment issues and late fees.
17. For educational establishments wishing to hire Amanda's Creature Comfort's CIC for a set amount of time, i.e. one academic term or longer, then a personal payment agreement can be made between the director of Amanda's Creature Comfort's CIC and the educational establishment.

Please sign and send back to Amanda's Creature Comfort's CIC within 3 days of receiving for your booking to go ahead.

Full Name:

Signed:

Date:

Photographic consent- by signing here, you, the establishment, allow the staff of Amanda's Creature Comfort's CIC to take photographs of staff and student's for advertising purposes (Facebook, Website, Instagram). Anyone who does not wish photographs to be taken, must inform staff of Amanda's Creature Comfort's CIC upon their arrival. Hands only photographs will be taken.

Full Name:

Signed:

Job Title:

Date: