



## Wildlife Trust Education & Community Services: Pricing policy 2009-2010

Prices apply to the end of July 2010.

### Why we charge

The Wildlife Trust is a charity that relies on the support of its members and grants to fund its activities. In order to carry out our education and community work, we need to cover our costs. The rates below are the minimum necessary rates to provide a high-quality service. No profit is made from our education and community services, which are heavily subsidised by donations from our supporters.

Pricing for Educational Visits & Outreach (includes provision at Wildlife Trust centres and reserves, other sites and outreach)	Full-day			Half-day		
	Cost per child/ student	Minimum charge (1 member of Trust staff)	Minimum charge (2 members of Trust staff)	Cost per child/ student	Minimum charge (1 member of Trust staff)	Minimum charge (2 members of Trust staff)
Early years/KS 1-2 level activities. Community groups aged 11 & under.	£5	£125 <sup>†</sup>	£160	£3.50	£75 <sup>†</sup>	£125
KS 3-4, GCSE activities. Community groups aged 12 & over. Educational guided tours (KS3 and above).	£7	£150 <sup>†</sup>	£200	£5	£100 <sup>†</sup>	£150
A-Level fieldwork days.	£15	£180 <sup>◆</sup>	£225	£10	£125 <sup>◆</sup>	£180

**Please turn over for pricing of additional services.**

For all of the above:

- First-time visits may be offered free of charge.
- Accompanying adults are free.
- Concessionary rates may be available if groups can demonstrate financial need.
- There is no minimum charge for Forest Schools programmes.

<sup>†</sup> We aim to provide a minimum of one member of staff for every 25 pupils though some programmes may require smaller ratios.

<sup>◆</sup> We aim to provide a minimum of one member of staff for every 15 pupils.



## Other visits

### Work parties

Groups doing useful site work are charged at a rate equivalent to KS 3-4 GCSE programmes.

Corporate groups need to contact the Trust's corporate partnerships manager to discuss rates.

### Assemblies, talks and outreach

An assembly or talk is charged at £50 plus travel expenses.

Other outreach is charged according to the table above plus travel expenses.

### School grounds advice

School grounds advice is available at £20 per hour (minimum charge £50) plus travel expenses.

Management plan writing costs: £100 minimum.

### Teacher training/INSET

£15 per person per hour.

### Minibus service

45p per mile. Concessionary rates are available if groups can demonstrate financial need.

### Equipment hire for self-guided visits

Basic equipment: £1 per student

Electronic equipment: £2.50 per student

### Day rates

Some services are charged at a day rate of £275.

### Demonstration of financial need

Groups requiring a concessionary rate must provide a letter with the following information:

- Reason(s) they cannot afford the normal fees.
- Amount they are able to afford (if any).
- Other sources of funding they have explored (if any).
- Signature of head teacher (or equivalent).

We will respond to each letter in writing within 48 hours, providing details of the agreed concessionary rate and suggestions about appropriate potential funding sources.

### Cancellation policy

If the customer cancels:

- At more than 8 weeks notice, no charge is incurred.
- At between 8 weeks and 2 weeks notice, 50% of the fee is charged.
- At between 2 weeks and 1 weeks notice, 75% of the fee is charged.
- At less than one weeks notice, the full fee is charged.

If the Trust cancels at any point, the fee will be waived. Staff may offer to reschedule the visit.

### Payment policy

We request that schools pay on invoice. Payment terms for other parties are arranged on a case-by-case basis.