

helen.bradshaw@rochestercathedral.org
www.rochestercathedral.org
01634 843366
Garth House, The Precinct, Rochester, Kent ME1 1SX
Date: 12 September 2025



Date of visit: Friday 20 March 2026

School: St Paul's—Cray

To: Joanne Zegeling

Phone no: 01689 821993

email: joanne.zegeling@st-paulscray.bromley.sch.uk

No. of students: 23 x yr R

Please note:

- Please ensure that all accompanying adults are wearing identification which links them to your group.
- The onus for risk assessment is on the leaders of the visiting groups.
- We respectfully request a 1:10 adult: student ratio.
- Please advise us in advance if any of your group have specific needs.
- We have bags of fidget toys for loan should you require them during your visit.
- Rochester Cathedral requires you to have your own insurance covering the visit.
- Rochester Cathedral takes no responsibility for personal possessions left on Cathedral property.
- Entry cannot be guaranteed if you arrive outside your allocated times.
- In case of delay or emergency on day of visit (only) please phone 01634 558874 to let us know .

Group	Easter story trail & craft	Lunchroom
A	11.00—12.00	12.00—12.30

Cost of visit £ 2.80 per student plus £22 for the lunchroom

We will invoice after the visit.

Name and email address for invoice if different to above.....

Purchase Order number (if applicable).....

Cancellations As a gesture of goodwill we have waived cancellation charges. We respectfully request that you notify us as soon as possible should you need to cancel or amend the booking.

Please read all the attached documentation, complete and sign the safeguarding document and return it with a copy of this letter as confirmation and agreement of terms . Please send completed documentation by **return**.

We will arrange a pre-visit telephone call to discuss up to date health and safety arrangements and to answer any questions you may have.

Thank-you.

Helen Bradshaw —Learning Manager

Agreement of booking and terms _____ (Please sign and date)