

## HR Connect

### Authorisation for Governor/Senior Staff Training Form (External)

In order to make a booking please return this form via email to [hrconnectsheffield@capita.co.uk](mailto:hrconnectsheffield@capita.co.uk). Telephone number 0114 273 4299.

Title of Course/Programme:	
Date:	Time(s):
Name of Attendee:	
Email address:	
School Address:	
Please give details of any special requirements eg loop system, requirement to pray, large print etc.	

### HEADTEACHER / SCHOOL DETAILS

Name of Headteacher:	Tel. No:
School Address:	