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| **Telford & Wrekin SEND Local Offer** **Activities and Events for Children, Young People and Families.***Please complete all the relevant parts of this form to have your event or activity included on the SEND Local Offer Activities page.* |
| **Activity/Event Title**Name of the service to be published in the directory. |  |
| **Who the Service Provided by:**Service name and description. |  |
| **Organisation/Activity Logo***Please provide a logo of your organisation and/or activity.* |  |
| **Date & Time**Please provide the date of the activity or information if the activity is ongoing.*E.g. Every Wednesday morning at 10am during term time**Or,**12 May 2021 10am-11am* |  |
| **Activity/Event Description**Please provide a brief but informative description the activity/event and who it would be suitable for. |  |
| **Age range the activity is for?**Please give details of the age range for the activity.  |  |
| **Cost**Please provide the detail of costs for families.*E.g. Children - £2.00**Adults - £5.00**Families £6.00* |  |
| **How to access the activity or event**Please provide a brief description of how families are able to access the service and any links to relevant forms. |  |
| **Website**Please provide a website address |  |
| **Email address** Please provide a contact email  |  |
| **Phone number**Please provide a contact phone number |  |
| **Address**Please provide an address that can be contacted to request information. |  |
| **Who completed this form****Contact Name & Details** Email address, phone number, job role.*This information will be used to request service updates and will not be published in the calendar of events.* |  |
| **Please return the form to:**shortbreaks@telford.gov.ukor contact 01952384769 | Return by:Summer: 30 AprilAutumn: 31 JulySpring: 30 November |