

Primary Headteachers Conference FAQs

What are the different ticket choices?

There are 5 different options

- a) **Full ticket**, including all conference sessions, accommodation, meals and wellbeing activities
- b) **Day ticket** for Wednesday
- c) **Day ticket** for Thursday
- d) **Day and Gala dinner ticket** for **Thursday** - no accommodation
- e) **Day and Gala dinner ticket** for **Thursday** - including accommodation

All of the above can be booked on the [HFL Education Hub](#), with accommodation choices and other requirements confirmed following your booking. A link to do this will be sent with your booking confirmation.

How do I book?

You can book any of the five ticket options on the [HFL Education Hub](#). Your accommodation is secured at the time of booking. Once you have booked you will receive a form to let us know your choices of workshops and activities. If you have booked accommodation, the form will also enable you to state who you would like to share a lodge with.

You can also use this form to confirm dietary and accessibility requirements

Why can't I book my accommodation on the HFL Hub

Our new Learning Management System the HFL Education Hub is able to process the bookings, but unfortunately not capture the additional details around specific requirements.

Once you have booked on, we will send you a link to confirm any names for Lodge sharing as well as to choose your workshops and activities as required.

If you need help to book, please call Stella in the HFL Events team on 01438 544464.

I want to share a lodge with a colleague I know

Our options form enables you to notify us of the names of up to 2 other colleagues so that we can put you in a Lodge together. Please ask your colleagues to do the same on their forms.

How many bedrooms are in a lodge?

Accommodation is available in 2 and 3 bedroom lodges, all with en-suite bedrooms.

We will assign these as male or female occupancy, unless specifically requested.

What if there are more than 3 of us wanting to share?

If you are looking to share a Lodge with more than two other colleagues, please contact Stella in the HFL Events team to discuss options on 01438 544464.

We are unable to accommodate groups of more than 4 in a lodge due to venue restrictions.

What if I don't know anyone else going?

The Primary Headteachers' Conference is a fantastic opportunity for you to meet and network with other Hertfordshire Headteachers. We have the reception for new headteachers on the Wednesday evening for those new to Headship, and the format of this years event allows ample opportunity to share conversations with other delegates.

What if I want to book the whole event, but I don't know who I want to share a lodge with?

Although we don't have single rooms for the event, the accommodation is spacious and is fully en-suite, so you will be able to have your own space during the event.

We will assign lodges for delegates who do not specify colleagues to share with as male or female occupancy only.

If you have concerns about shared accommodation, please contact Stella in the HFL Education Events team to discuss options on **01438 544464**

Do I have to share bathroom facilities with people I don't know?

No. Accommodation for the conference is in 2 and 3 Executive Lodges and all bedrooms in these lodges are en-suite. The kitchen spaces for breakfast are shared spaces, but you have total privacy for bedrooms and bathrooms. Some of the rooms will have double beds and some will have twin beds but no delegate will be asked to share a bedroom.

If you are keen to attend the event and stay overnight but absolutely do not wish to share living space, please contact Stella in the HFL Events team on 01438 544464 to discuss your options.

How do meals work?

For those delegates staying overnight, breakfasts packs will be delivered each morning to your lodge. These will include tea, coffee, a loaf of bread, pain au chocolat, milk, butter, eggs, bacon, orange juice and sauces. You are welcome to bring your favourite cereals and snacks with you.

Lunch on Wednesday and Thursday will be served in the conference venue as part of the event.

Dinner on Wednesday evening will be provided as part of the accommodation package, with full details confirmed ahead of the event and on Thursday evening all delegates will be attending the Gala Dinner.

I'm a new Head in Hertfordshire, can I book before September?

Absolutely. We recommend that you speak to your new school office so that they can support your booking.

I can't justify 3 days away from my school!

We have listened to feedback from those who are unable to attend all three days and have ensured that day tickets are available to both the workshop sessions on the Wednesday and the Plenary on the Thursday.

I can't afford £650 from my budget!

We understand that budget constraints on schools are enormous right now and we have looked for a venue that can cater for our numbers without excessive costs. We have also done our best to price the day tickets in a way that would allow you to attend a relevant portion of the event without committing to the full £650.

The full ticket is discounted, as this year the cost (£650) includes all meals and accommodation, which last year was an additional sum.

I'm a small school – do you offer discount for me?

Yes, as a small school in Hertfordshire you qualify for 10% discount, Please use the discount code **HFLSMALLSCHOOLS10** when you book.

The small school discount is available for all schools with less than 150 pupils on roll.

Isn't Center Parcs just a holiday park?

Center Parcs Woburn has award-winning, professional conference facilities with substantial on-site accommodation.

We chose the venue for three key reasons. Firstly, because of their outstanding facilities, which would be able to support our excellent programme of speakers and workshops.

Secondly, the venue is no more than 60 minutes' drive from anywhere in Hertfordshire, meaning that we could offer a conference that was accessible for those who were not able to stay for the whole event.

Finally, our Primary Headteachers Conference Planning Group felt that the venue would also offer an escape from the day-to-day challenges of Headship and enable the networking and wellbeing support opportunities that our delegates would appreciate.