

# Swanwick

The Writers' Summer School

**7- 13 August 2021**

**held at**

**The Hayes Conference Centre,  
Swanwick, Alfreton, Derbyshire  
DE55 1AU**

**(for postal address, see back page)**



## **Booking Information**

[www.swanwickwritersschool.org.uk](http://www.swanwickwritersschool.org.uk)

Registered Charity No. 1168531

## **Accommodation:**

All rooms have a hairdryer and refreshment tray.

### **Lakeside Plus En-suite**

The most luxurious accommodation area at The Hayes, Lakeside Plus rooms have full en-suite bathrooms (shower over bath), a double and one or two single beds. Rooms are on the ground and first floor, access via lift and stairs. Lakeside Plus is at the centre of the complex with level access to the main building, conference and dining rooms.

### **Lakeside En-suite**

Lakeside is the largest accommodation block straddling Lakeside Plus, extending to a higher level on one side and a lower level on the other. Rooms have en-suite shower facilities, a double bed or a double and a single bed. Access via lift and stairs to all three levels.

### **\*Main House En-suite**

On three levels, en-suite rooms in the Main House vary. Bed arrangement may be single, twin, triple (3 single beds), double or family (double & single bed, or double, single & sofa bed) shower and/or bath facilities.

### **\*Main House Economy**

Situated on two levels in the Main House, these rooms have a washbasin and a single bed. Room sizes vary but they are generally compact. Access to toilets, showers and baths in the same corridor.

**\*Please Note: All Main House rooms are not suitable for the mobility impaired. Access is via stairs only.**

**Free WiFi** is available throughout the entire complex, including bedrooms.

**Smoking**, including e-cigarettes, is not permitted inside any CCT building.

## Booking:

Please read the Terms & Conditions (enclosed) and the accommodation information (opposite) before completing your booking form.

1. Please enter all details clearly in dark ink.
2. Select the accommodation which best suits your needs. adapted rooms are available but contact the Secretary before booking to discuss your needs.
3. Part-time accommodation can **only** be booked from 1st June and only through the Treasurer (see *T&Cs*).
4. 1:1 choices vary throughout the booking period. The website is updated regularly but if you do not have access, contact the Secretary for information (*page 4*). If your chosen 1:1 is unavailable at the time of booking, you may choose another or receive a full refund of the fee. **NB** Only one session per tutor. Another may be booked after June 30th if available.
5. The return coach fare is non-refundable (except at the discretion of the Treasurer), so consider your journey before booking (can be booked separately). Alfreton station is very handy for the Hayes and taxis are inexpensive. You may find this more convenient.
6. To share a room with a friend or partner, please make arrangements before booking—state details on the form.
7. For up to 5 instalments, please enter the amount of each payment and the date you intend to pay it in the appropriate boxes. For a more personal payment plan, make arrangements with the Treasurer prior to booking (*page 4*). You will receive email confirmation of agreement and instructions on how to complete the payment section of the form.
8. Agree the Terms & Conditions, check the details and sign and date the form. Post to the Treasurer (see *page 4*). Confirmation will be by email unless an SAE is supplied.

## Postal/email address for booking forms:

The Treasurer

The Writers' Summer School

103, Jean Armour Drive, Mauchline, Ayrshire

KA5 6DP

Tel: 01290 552 248

Email: [treasurer@swanwickwritersschool.org.uk](mailto:treasurer@swanwickwritersschool.org.uk)

To discuss your booking or to request a copy of the Constitution or any of our Policy documents, contact the Secretary.

Tel: 07434 302 715

Email: [secretary@swanwickwritersschool.org.uk](mailto:secretary@swanwickwritersschool.org.uk)

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*“Spending the week amongst so many creative people is a real privilege.”*

*“A lovely environment to spend a life-enhancing week.”*

*“It is truly the best week of my year!”*

*“TopWrite provided all I expected and so much more.”*

*“I found the whole week a joy. Thoroughly inspiring, enjoyable, and a buzz.”*

*Comments from past Swanwickers*

09/12/20