



20 March 2018

Dear Parents/Carers

KS3 Science Club Trip to the London Science Museum – Wednesday 11 July 2018

I am writing to inform you of an upcoming trip to the London Science Museum for students who have attended KS3 Science Club. This trip is an excellent opportunity for students to learn more about the real-world applications of science, and also benefit from the interactive nature of the exhibits and presentations.

On the day, students will not only have the chance to explore the Science Museum, but partake in two organised events; 'The Super Cool Science Show' organised by the Museum, and a flight simulator for a Red Arrows aerobatic display.

We will depart Cox Green School at 9am after morning registration and travel to London by coach, returning to school at approximately 5pm. Please arrange collection of your child accordingly. Students will need to bring a packed lunch and drinks to last the day (please note; no chocolate, chewing gum or nuts will be allowed on the coach). Students are not required to wear school uniform on this trip and in line with school policy, mobile phones are not permitted on trips.

The cost of this trip is **£25.90** which includes coach travel and the two organised events as mentioned above. There are **25 places available** on this trip and will be allocated on a first come first served basis (**by payment via your sQuid account**), with class behaviour taken into consideration. If you would like your child to go on this trip, please make your payment using our on-line e-payment system, with your existing sQuid account, through the sQuid portal (<https://portal.squidcard.com/>). You will be able to do this from **6pm on Sunday 22 April 2018** (closing at 10pm on Thursday 26 April 2018). Please return the attached permission slip to the **Finance Office**, by Friday 27 April 2018, once payment is made. Please note that due to the nature of this trip, we are unable to refund the cost of the trip, if your child is unable to go.

In case of emergency, we shall use the first contact details as indicated on your child's 2017/18 Off Site Activity Form (OA4). Please ensure this form has been completed, signed and returned to school, otherwise your child will not be able to attend this event.

If you have any questions or queries relating to this trip, please do not hesitate to contact Mr Crowther via enquiries@coxgreen.com.

Yours sincerely

Mr Crowther
Second in Science / Trip Leader

Ms Steele
Teacher of Science

Miss Bennett
Teacher of Science

Please note:

- *Places on all trips are subject to the school Behaviour Policy. Any student who receives an internal or fixed term external exclusion will have their place withdrawn from the trip and no refund will be made unless the place can be re-sold. In addition, if the school assesses that the attendance on a trip is a Health and Safety risk to the student or to others, a place will not be allocated to that student or a place will be withdrawn and there will be no refund made unless the place can be re-sold.*

- Should your child be unable to attend a trip due to medical reasons, we will require a Medical Certificate to apply for an insurance claim.
- If the trip is cancelled due to uncontrollable circumstances i.e. weather, Foreign/Home Office guidance, the refunding of costs will be subject to insurance cover.
- If your child is, or has ever been in receipt of free school meals, then you may be eligible for assistance with the costs of this trip, from the school's Pupil Premium funding. To make a request for assistance please contact the Finance Office via email: finance@coxgreen.com or in writing to the school; including your child's name and form, stating that they are, or have been in receipt of free school meals. The Pupil Premium funding is to be used for educational purposes only.
- Please note that Pupil Premium support for this trip is limited to 10% of the total cost of the trip and all requests should be made by 12 noon on Wednesday 18 April 2018.
- This is an optional trip and is not essential to the curriculum or completion of the syllabus being studied.
- **If you are unsuccessful in securing a place for your child and would like to be added to the reserve list, please email to enquiries@coxgreen.com (for the attention of the Trip Administrator), requesting this.**

✂

PERMISSION SLIP

KS3 Science Club Trip to the London Science Museum – Wednesday 11 July 2018

Student Name: _____ Form: _____

- I would like my child to attend the London Science Museum trip on Wednesday 11 July 2018
- I have paid £25.90 via my child's sQuid account
- My child's 2017/18 Offsite Activity Form (OA4) has been returned to school and is up to date
- I will collect my child accordingly at 5pm (approx.) upon return to school

Signed (Parent/Carer): _____ Date: _____

Print Name: _____

Please return this permission slip to the Finance Office by Friday 27 April 2018.

Failure to return this permission slip, will result in your child not being able to attend this event.