



29 March 2018

Dear Parent/Carers

Year 7 Crashes Cox Green – Friday 27 April 2018

We have some exciting news - the Sixth Formers have organised a sleepover for Year 7 students to 'Crash Cox Green School', on **Friday 27 April 2018**.

Students are to arrive back at school for **7.45pm**. This will give students time to go home, get changed, have a light snack and pack before heading back to school. Students will need to bring a sleeping bag and pillow, roll mat, nightwear, toiletries, and a change of clothes for the following morning. Please arrange collection of your child on the morning of Saturday 28 April 2018, from 9.00am – 9.30am, after they have had breakfast.

During this exciting evening, students will take part in activities ranging from playing an epic game of capture the flag, ping pong, creative craft activities, playing game consoles and a midnight movie marathon; whilst eating lots of snacks! We have lots of planned activities so there is something for everyone.

The cost of this event is **£10 per student**, and this will cover the cost of the evening meal, breakfast, and snacks. Some of the money will also be used to support future student events and prizes.

There are **66 places available** at this event and they will be allocated on a first come first served basis (with class behaviour taken into consideration) via payment using our on-line e-payment system, with your existing sQuid account, through the new sQuid portal (<https://portal.squidcard.com/>). You will be able to do this from **6pm on Sunday 15 April 2018** (closing at 10pm on Sunday 22 April 2018). Please return the attached permission slip to the **Finance Office by Monday 23 April**, 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.

As there are a limited number of places available, we apologise in advance if your child is unsuccessful in securing a place. However, if you would like your child to be added to the reserve list, please email to enquiries@coxgreen.com, for the attention of the Trip Administrator, requesting this.

We will be using emergency contact details supplied on your child's 2017/18 OA4 Form (Off-Site Activities Form). Please ensure this has been completed and returned to school otherwise your child will not be allowed on this trip. As a reminder, in line with school policy, mobile phones are not permitted on any school trips or visits.

We are really looking forward to this event and hope to have a fantastic and fun evening. The Year 7 students thoroughly enjoyed themselves last year, so let's make this year even better. If you have any questions or queries about this event please contact us via the main office or by email to enquires@coxgreen.com.

Yours sincerely

Lisa Kiely
KS5 Achievement Leader and Head of RS

Sixth Form
Leadership Team



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@coxqgreen.com including your child's name and form, stating that they are, or have been in receipt of free school meals.
- 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 Tuesday 3 April 2018. The Pupil Premium funding is to be used for educational purposes only.

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Permission Slip

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Student Name: _____ Registration Group: _____

- I give permission for my child to attend the Year 7 Crashes Cox Green sleepover on Friday 27 April 2018
- My child's 2017/18 OA4 Form (Off Site Activity form) is complete and returned to school
- I have made £10 payment via my sQuid account
- I note arrangements are to be made to collect my child on Saturday 28 April between 9.00am – 9.30am

Please return your consent slip to the Finance Office by Monday 23 April 2018.

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