



13 June 2018

Dear Parents/Carers

Year 12 Trip to Thorpe Park – Wednesday 11 July 2018

(please note: Year 12 Business Studies students will be given a separate letter)

To celebrate the end of the academic year, we have organised a trip to Thorpe Park for our Year 12 students on Wednesday 11 July 2018.

The cost of this trip is **£27.00**, which includes park entry and coach/mini bus costs. To book your child's place, please make 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 today, until 10pm on Sunday 1 July 2018. Please return the attached permission slip to the Finance Office once payment is made, but by Monday 2 July 2018. Please note we will not be able to accept payment after this date** and due to the nature of this trip, we are unable to refund the cost of the trip, if your child is unable to go.

Students are to come to school as normal, dressed in casual clothes, for registration at 8.40am. We will leave school by 9.15am to travel to Thorpe Park by coach and mini bus, returning at approximately 5.45pm. Please arrange collection of your child accordingly. Students should bring a packed lunch or money to purchase food at the Park. Please note there is no eating allowed on the coach or mini-bus (including chewing gum and no nuts).

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 me via the main office on 01628 629415 or by email to l.kiely@coxgreen.com.

Yours sincerely

Lisa Kiely
KS5 Achievement Leader

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 Any student who receives an internal or fixed term external exclusion will have their place withdrawn from the trip and no refund will be made unless the place can be re-sold.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a Health and Safety risk to the student or to others, a place will not be allocated to that student or a place will be withdrawn and there will be no refund made unless the place can be re-sold.*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.*
- *Payments are to be made by the dates specified. Late or non-payment may result in your child's place being withdrawn from the trip. If you choose to withdraw your child for reasons not stated above, any costs attributed to date, must still be made.*
- *This is an optional trip and is not essential to the curriculum or completion of the syllabus being studied.*

PERMISSION SLIP

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Student Name: _____ Form: _____

- I would like my child to attend the Year 12 Trip to Thorpe Park on Wednesday 11 July 2018
- I have paid £27.00 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 5.45pm (approx.)

Please return this permission slip to the FINANCE OFFICE by Monday 2 July 2018.

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

Signed (Parent/Carer): _____ Date: _____

Print Name: _____