22 March 2023

Dear Parents,

**Year 10 Visit to the University of Essex on 28 June 2023**

We have been able to arrange a day trip to the University of Essex, Wivenhoe Park, Colchester CO4 3SQ for Year 10 students. This is a wonderful opportunity as it will introduce your daughter to what a university life can offer in terms of Higher Education courses and career opportunities. There will be academic talks for your daughter to attend as well as the opportunity to visit the campus and to find out more about university life. We are delighted to be able to offer this trip as it promises to be a stimulating and interesting experience prior to entry into Year 11 and A Level option choice.

Your daughter will need to bring a packed lunch. The cost of the trip is £23 to cover travel and insurance. This is a voluntary contribution, if financial assistance is required, please contact either Ms Johnson or Mrs Wilson in confidence. If your daughter currently receives free school meals (or has within the last 6 years) a payment is not necessary, please complete the reply slip appropriately and return it to the Finance office by Monday 12 June.

We appreciate your support in encouraging your daughter to aim high in her education and trust that she will find this visit of great benefit. 10A, 10C and 10D will travel on Wednesday 28 June.

On the day we will be leaving school by coach at 08:30 am prompt and returning for the end of the school day. Students should wear appropriate clothing as they will be participating in a walking tour of the university campus which will be partly based outdoors, they do not need to wear school uniform.

Yours faithfully,

Ms A Johnson Mr M Zanier

Careers Leader Year 10 Learning Leader

Enc. Reply slip

**Reply Slip: University of Essex Year 10 Trip – Wednesday 28 June 2023**

**Please return to Finance Office by Monday 12 June 2023** FAO: AJN

Student’s Name (Block Capitals) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Form \_\_\_\_\_\_ I confirm I give my consent for my daughter to attend the trip to the University of Essex.

I enclose***:*** £23.00 Cash or Cheque 🞏 I have paid online via Scopay 🞏

My daughter currently receives free school meals (or has within the last 6 years) therefore a payment is not required. 🞏

***(Please tick)***

I understand my daughter must comply with the School’s Code of Conduct. In the event of my child requiring emergency treatment and the Headteacher (or her representative) being unable to contact me, I give consent for the accompanying member of staff to approve the application of any emergency treatment including anaesthetic advised by the medical authorities for the wellbeing of my child.

Medical information we should be aware of for this trip: ………………………………………………………………………………………..……….

…………………………………………………………………………………………………

Emergency telephone number(s): …………………………………………………………

Parental/Guardian name: (block letters) ………………………………………………….

Parental/Guardian signature: ………………………………………………………………

**Permission to attend**: *Please note if parents are no longer living in the same family home and/or are estranged we will require signatures from both parents. Please ask your daughter to request a second letter or pass this slip to the other parent whichever is more convenient, please tick box below to indicate if this is appropriate:*

Other parental/guardian signature (if appropriate): ……………………………………………………………………………….…..……………

or

Please send 2nd letter to: (Name & email or indicate below how we should act)

…………………………………………………………………...…….………………………