



# KING EDWARD VI SCHOOL

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## LICHFIELD

January 2016

Dear Parents/Carers

### **Proposed Educational Visit to Bletchley Park**

I am currently looking at the possibility of organising an educational visit to Bletchley Park on 11<sup>th</sup> February 2016. Although precise timings will be announced nearer to the date once all bookings have been confirmed, it is likely that we shall leave school at 8:15 am prompt and return by 4:30 pm. Whilst not essential to the work that we are currently doing in Mathematics and History, the visit will support this work significantly and will enable students to deepen considerably their understanding of mathematical coding, ciphers, encryption and life in World War 2.

As this is a visit which will take place wholly or mainly in school time we cannot charge for it but, if it is to proceed, then a contribution of £21 will be required for each participant. It will not be possible for the visit to go ahead if sufficient contributions to cover the cost of the trip are not received by the closing date for booking which is indicated later in this letter. The contribution made will cover the costs of:

- any entrance fees
- insurance cover
- travel by coach (It is expected that seatbelts will be worn by all group members throughout the journey)

If you are in agreement for your child to take part in this activity then the necessary contribution can be made via the ParentPay website or, alternatively, a cheque can be sent into school made payable to **Staffordshire County Council**.

Students who wish to participate in this visit will not only be required to show the highest standards of behaviour and courtesy during the visit itself but must have a consistently good record of behaviour in school and in Mathematics and History lessons in order to be offered a place. Any student whose behaviour becomes unacceptable after the trip has been booked may be excluded from the visit.

All students will need a packed lunch and drink (which must not be in a glass bottle) and clothing appropriate for the time of year, including some form of rain protection and footwear appropriate for walking. A small amount of spending money (for which students will be individually responsible) up to a maximum of £15 may also be brought. Students who have mobile 'phones may bring them and will be encouraged to use them to communicate to parents the precise time of return to school. They will be asked to switch them off and put them away safely and securely during the visit itself.

Headteacher: Ms J Rutherford BA (Hons)

Upper St John Street, Lichfield, Staffordshire WS14 9EE Telephone: (01543) 421250/255714

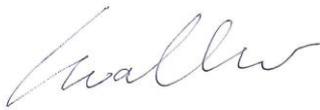
E-mail: [office@kingedwardvi-lichfield.staffs.sch.uk](mailto:office@kingedwardvi-lichfield.staffs.sch.uk) Web: [www.keslichfield.org.uk](http://www.keslichfield.org.uk)

As this activity is considered to have only normal everyday risks it is covered by the Local Authority's standard public liability insurance and no further insurance has been provided. Please note that all residential and high-risk activities are subject to Local Authority approval. If any changes to our current plans are requested by the Local Authority parents will be kept fully informed.

**If you are in agreement for your son/daughter to take part in this visit then I should be grateful if you could return the attached parental consent form by Friday 29<sup>th</sup> January, so that arrangements for the visit can proceed. This should be returned to Bader Office in an envelope marked 'For the Attention of Mrs Jetson' and clearly labelled with your child's name and tutor group and the date and destination of the educational visit. Where a contribution is requested and ParentPay has not been used then a cheque for the appropriate amount (payable to Staffordshire County Council) should also be enclosed.**

I hope that you will feel able to support us in this activity and that it proves to be an enjoyable and worthwhile educational visit for us all.

Yours faithfully

A handwritten signature in cursive script, appearing to read 'Walker', written in black ink.

Kate Walker  
Head of Mathematics



# KING EDWARD VI SCHOOL

## LICHFIELD

### PARENTAL CONSENT FOR A SCHOOL VISIT

Please complete this form and return it to Mrs V Jetson, Bader Office

1. Visit to.....

From **Date**.....**Time**..... To **Date**..... **Time**.....

2. **Medical details.** My son/daughter has the following medical or special needs. ....

3. **Dietary details.** My son/daughter has the following dietary needs. ....

4. **Insurance.** I understand the limits of insurance provided for this visit.

5. **Transport.** I understand the transport arrangements for this visit and my child understands the need to wear a seatbelt.

6. **Return to Home.** I understand the predicted time of return and where this is outside normal school hours I will attend to collect my son/daughter or my son/daughter will be returning home by .....

7. **Financial Contribution.** I am making a voluntary contribution of £..... which I either A) have sent via ParentPay, B) enclose

8. **Photographs.** Photographs taken on the visit may be used in school or education service promotional information. Please answer Yes or No .....

**I agree to my son/daughter attending the visit detailed above and I acknowledge that to be included he/she will need to maintain responsible behaviour**

Name of son/daughter ..... Class .....

Signed..... Date..... Person with Parental Responsibility

Once completed please return this form in a sealed envelope to Mrs Jetson in Bader Office. For parents not using the ParentPay facility a cheque made payable to Staffordshire County Council should be included with this form. The envelope should be marked clearly with the name and tutor group of your child and the destination and date of the educational visit.

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