



Our ref: 0305/LH/GJ

January 2019



Dear Parent/Carer

GCSE AND A LEVEL PHYSICAL EDUCATION TRIP – BODY WORLDS EXHIBITION

We are pleased to be able to offer the Year 11 GCSE and Year 12 A Level Physical Education students the opportunity to attend Dr Gunther Van Hagen's Body Worlds Exhibition at the London Pavilion in London on **Tuesday 29 January 2019**. The exhibition aims to stimulate students curiosity about healthy lifestyle, anatomy and physiology and further their education about the inner workings of the human body through structures preserved through plastination.

Travel to and from London will be by coach leaving Parkstone at 8.30am and we expect to return to school at approximately 6.30pm. As the trip returns after the school buses, you will need to arrange alternative transportation for your daughter. It is recommended that students bring a packed lunch, drink and snacks for the trip.

We are asking for a voluntary contribution of **£31.00**, which includes a ticket to the exhibition, plus the cost of the coach to and from London. Whilst non-payment may not necessarily preclude your child from taking part, if sufficient funds are not forthcoming then the trip may have to be cancelled. If you are in receipt of government benefit or assistance such as Income Support and would like to discuss the school's possible ability to offer you financial help with the trip, then please do not hesitate to contact the Finance Department at school.

If you wish your daughter to participate in this trip:-

- Please allow 48 hours from receipt of this letter for this trip to be added to ParentPay. Then, log into your ParentPay account, click on your relevant child's page, find the corresponding item/trip and
 - ~ tick the box offering permission for your daughter to participate in the trip
 - ~ click "Pay Now".

Please be aware that payment and permission must be made by **Wednesday 16 January 2019** to allow the collation of all information pertinent to health and safety. Please note that failure to meet this deadline date will result in your daughter being unable to participate in the trip. Throughout the preparation process for the trip there may be other deadlines. We regret that unless all deadlines are met your daughter's place on the trip may be withdrawn.

For this trip, the trip leader has permitted students to bring their mobile phones. These are brought at the student's own risk.

If you would like this information in large print, Braille, on audio tape or in your language, please contact the school office and we will be happy to help.

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IMPORTANT INFORMATION REGARDING CONSENT:

On ParentPay you will be asked to tick a box to confirm that you have read and agree to the consent paragraph in the trip letter, which is shown below.

Consent paragraph:

I have read and accept the contents of the letter relating to this trip. I give consent for my daughter to participate. For this trip, the school will use the medical information provided by parents and held on the school's information system. I will advise the school of any changes to my daughter's health information and to my contact details. My daughter and I agree that my daughter will abide by the school's Code of Conduct (included in letter and on the school website).

If you are unsure on what information is held by the school, please do not hesitate to contact the school office. Please find the Code of Conduct attached.

I hope that your daughter will want to join us. Please do not hesitate to contact me in the PE department if you have any queries concerning the trip.

Yours sincerely



Miss L Henderson
Teacher of Physical Education

CODE OF CONDUCT

While the students are out of school they will be subject to supervision by a reasonable number of school staff and adult helpers. However, a well behaved group of students means that a visit can be enjoyed by all and will enhance the students' educational experience. A well behaved group is also a safe group.

- We expect the students to abide by the normal rules of the school at all times.
- Students are expected to obey supervising adults at all times.
- Students should recognise that this is a visit not a holiday. They will be expected to participate fully in all aspects of the visit, except where an activity is specifically classed as optional.
- Students must not smoke or drink alcohol or be in possession of illegal substances
- Students may not enter the accommodation occupied by other groups or areas designated as private or restricted areas.
- Bedtimes and curfews must be observed.
- Students will not be allowed to leave the group without the express permission from the group leader or his or her representative.
- Students are expected to respect the environment. This includes their accommodation and visit locations.
- Students are expected to respect the traditions and practices of the local population. They will refrain from making excessive noise or creating a disturbance.
- The rules laid down by the organisers at the venue will be obeyed at all times.
- All safety regulations will be obeyed at all times.
- Students should ensure they are never alone. They should stay in groups of at least four, unless rooming arrangements dictate otherwise.
- Students should always be aware of meeting times and places and arrive promptly.
- Students should dress appropriately.
- Students have a responsibility to look after their own belongings, especially money.
- Students should always carry some form of identification and accommodation details on them.
- At airport terminals, students must never check in on their own.
- On coaches and ferries, students must abide the safety regulations. On coaches seat belts must be worn at all times (dependent on local law)