



# John Colet School

[www.johncolet.co.uk](http://www.johncolet.co.uk)

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12<sup>th</sup> December 2018

Dear Parent/Carer

**Re: GCSE Geography Revision Day**

The Geography department are delighted to confirm that we can offer GCSE Geography students the opportunity to attend a student revision day run by Hodder Education in London on Monday 1<sup>st</sup> April 2019. This is an extremely good opportunity for GCSE Geography students and we strongly recommend that your son/daughter attends.

On the day, we shall travel up to London together by train. We will be leaving school at 8:30am for a short walk to Wendover train station where students will be required to purchase their own train tickets/travelcard. The cost will vary depending on their age at the time of travel and will be approximately **£15-£30**. A packed lunch and drinks or money to purchase lunch and refreshments are needed for the day. Please note, the students will return to school for approximately 6pm, therefore please ensure arrangements are made for your son/daughter to get home.

In addition to the train fare there will be a cost of **£33.00** based on **30** students attending. The cost includes entry fees, insurance and admin charges. Please see the school website for further details on school travel insurance and charging and voluntary contributions towards school trips.

If you would like your son/daughter to attend this event, please complete the consent form attached and return it to the Finance Office, along with your payment of **£33.00** by **Friday 18<sup>th</sup> January 2019**. The preferred method of payment is via [www.pmx.parentmail.co.uk](http://www.pmx.parentmail.co.uk) online using a debit or credit card, by selecting '**GCSE Geography Revision Day 2019**' under the shop/payments section. Alternatively, cheques should be made payable to **John Colet School Fund** and returned to the Finance Office between 8.00 – 8.30 in the mornings. It would also be helpful if the student's name, tutor group and '**GCSE Geography Revision Day**' could be written on the reverse of the cheque.

**Please Note:**

- **It is essential that the consent form is returned by Friday 18<sup>th</sup> January 2019.**
- Cheques will not be banked until sufficient numbers to make the trip viable have been confirmed.
- Once places are confirmed, payment for the selected participants will be non-refundable.
- Should the trip be oversubscribed you will be informed if your child has been successful in securing a place as soon as possible.
- Any student who is placed on report may be withdrawn from the trip at the schools discretion and will have any monies paid refunded providing another student is able to take their place.
- In the event of your son/daughter withdrawing from the trip, payments will only be refunded providing another student is able to take their place.

We would not want any student to be unable to take part because of financial circumstances, therefore, if you are eligible for Pupil Premium funding please contact finance at [finance@johncolet.co.uk](mailto:finance@johncolet.co.uk).

Yours sincerely

Mrs A Kelly  
STL - Geography

**GCSE Geography Revision Day 2019**

**Please return to the Finance Office by Friday 18<sup>th</sup> January 2019 between 8.00 – 8.30 in the mornings**

Student name: .....

Form: .....

I agree to .....’s participation in the activities described. I acknowledge the need for my son/daughter to behave responsibly.

My emergency contact number for the duration of this visit is .....

Accompanying staff need to be aware that my son/daughter has the following medical condition(s) and will bring their own medication, and/or dietary requirements

.....  
.....

Paracetamol tablets BP 500mg may be given for a headache/sore throat/other aches and pains in accordance to the Dose on package (*please note that tablets will not be given before 12pm*)

**YES/NO**

I have paid via parentmail (pmx)

Please find enclosed cheque for **£33.00** payable to **John Colet School Fund**, with student’s name and ‘GCSE Geography Revision Day’ written on the reverse of the cheque.

Signed (Parent/Carer) \_\_\_\_\_ Date \_\_\_\_\_