



John Colet School

www.johncolet.co.uk

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11th December 2018

Dear Parent / Carer

Re: Year 11 School History Scene Workshop

The History department is offering Year 11 students the opportunity to attend a student conference to help prepare them for their GCSE exam. Delivered in a fun, interactive and engaging way, the conference features an exam booster workshop and a play which dramatizes key features of the Elizabethan England unit. Students will also receive an exam workbook. We will be attending the conference in St Albans on **Wednesday 27 February 2019**. For further information visit the website www.schoolhistoryscene.co.uk

We hope that attending this conference will focus students at a crucial time in their GCSE year and provide vital hints and tips on exam technique.

The trip will depart from school at 8.45am and will return to school approx. 1.30pm. Students will be required to bring a packed lunch in case the coach is late returning to school. They will be also be expected to attend period 5 as normal. Full school uniform is compulsory.

A voluntary contribution of **£28.50** is requested to cover the cost of entry fees, transport, insurance and admin charges. Please note that the trip is unlikely to run unless sufficient voluntary contributions are received.

If you would like your son/daughter to take part on this trip, please complete the consent form and return it to the Finance Office along with your payment of **£28.50** by **Tuesday 8th January 2019**. The preferred method of payment is via www.pmx.parentmail.co.uk online using a debit or credit card by selecting '**School History Scene Workshop 2019**' under the Shop/Payment 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 '**School History Scene**' could be written on the reverse of the cheque.

Please note: Tuesday 8th January 2019 is the last day that we can accept payment due to a strict deadline for the tickets to be paid.

Please note:

It is essential that the consent form is returned to ensure your son/daughter is able to attend on the trip.

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.

Any student who is placed on report may be withdrawn from the trip at the schools discretion and will have any monies paid refunded, provided another student can take their place.

In the event of your son/daughter withdrawing from the trip, payments will only be refunded if 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

Yours sincerely

Sarah Ellwood

Subject Team Leader History

Year 11 School History Scene Workshop

Please return to the Finance Office between 8.00 – 8.30 in the mornings by Tuesday 8th January 2019

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.

- Please find enclosed **£28.50** cheque payable to John Colet School Fund, with student’s name and School History Scene on reverse of cheque.

- My son/daughter is eligible for Free School Meals

Parent/Carer Signature _____ Date_____