



September 2016

Dear Parent/Carer

**Re: Science and Technology Tour – London January 2017**

The Science department is running an exciting residential trip to London for three nights this coming January. We will be departing on Wednesday 25 January and return on Saturday 28 January. This trip is open to 35 pupils from Years 7-10. The trip will cost of £267 and includes all meals and accommodation while in London, executive coach travel and travel insurance. Pupils will have to provide their own spending money.

The itinerary of the trip includes:

- Centre of the Cell
- The London Eye
- The Science Museum
- Natural History Museum
- A lecture on either forensic science or psychology
- Meals in Hard Rock Café, Smollenskys and Pizza Express

**Under current legislation, the school is able to ask if you would make a voluntary contribution towards the cost of the visit. However, if the total of voluntary contributions does not cover the cost of the visit, then we will not be able to proceed. To make this visit possible, the school will need a contribution of £267. Please contact Miss Tenbey in the Finance Office on extension 665 if you wish to request financial support. We do hold a small fund to support families in cases where certain criteria are met.**

Finally, I must draw your attention to the fact that should the behaviour of your child become unsatisfactory in any way between now and the proposed visits, they may well be withdrawn from the trip. Parents will be informed of this, but they should be aware that if this is late in the planning of the visit, monies may not be refundable depending on the charge to the travel company.

If your child would like to go on this trip, please return the reply slip overleaf with an initial (non-returnable) deposit of **£120 by Friday 30 September 2016**, as the excursions need to be secured with the travel company as a matter of urgency. This should preferably be in the form of a cheque made payable to 'The Elizabethan Academy'. The deposit and reply slip should be placed in a sealed envelope clearly marked "**London Science and Technology Tour**" with the child's name and form. Please ensure that this is handed to the Finance Office. The remaining balance for the trip of £147 is due by **Friday 11 November 2016**. **Also, please note that if you choose to remove your child from the trip for any reason, any monies paid will be non-refundable.**

If you have any questions, please do not hesitate to contact me at the school on extension 634.

Yours sincerely

Miss H McGill

Principal: Mrs Christine Horrocks BSc (Hons) NPQH Chair of Governors: Dr Derek Cheetham

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Head of Science

**For the attention of the Finance Office**

**London Science & Technology Tour – 25–28 January 2017**

Student Name: ..... Form: .....

I give permission for my child to go on the Science and Technology trip to London and enclose my non-refundable deposit of £120.

I will send the final payment of £147 in to school before the 11 November 2016.

Signed Parent/Carer: .....

Date: .....