



Headteacher: Mr. M. Smallwood

Registered Office:

Marsland Road, Sale,

Cheshire, M33 3NH

Tel: 0161 973 3217

Fax: 0161 976 4904

Email: office@salegrammar.co.uk

Website: www.salegrammar.co.uk

Company Number: 07538380

VAT Number: 120951441

November 2011

Dear Parent/Carer,

Thank you for making payment for the Performing Arts visit to London this November. I have enclosed in this letter the final itinerary for the visit, a Medical History Form and a Check List of items that students should include in their luggage.

I would also like to invite you and your child to attend a short meeting in the **Drama Room** on **Tuesday 22nd November at 6.30pm** to discuss the visit's finer details and satisfy any queries you may have. At this meeting students will receive a Visit Pack that includes a full Student Guide of maps, emergency contacts, itinerary details, etc.

I would be grateful if you would return the Medical History Form along with the attached reply slip as soon as possible to confirm whether or not you will be attending the meeting. In the meantime, should you have any questions please do not hesitate in contacting me at school on **0161 973 3217**.

Yours sincerely

Mr C Townsend
Trip Organiser

Full Itinerary

Monday 28 th November	
09.15	Students to meet staff at Manchester Piccadilly Station
10.15	Train departs for London Euston (10.15 – 12.23)
12.00	Eat an early packed lunch on train
12.23	Train arrives at London Euston, depart for hotel
13.00	Check into the Equity Point Hotel and drop off luggage before departing for museum
14.00	Tour around the Victoria and Albert Museum's Theatrical Collection
15.30	Get ready for evening meal and theatre visit
17.00	Evening meal at Strada Italian Restaurant
19.30	Watch the musical 'Chicago'
22.30	Return to hotel
Tuesday 29 th November	
08.00	An early breakfast and check out of hotel
10.00	'Chicago' workshop in Covent Garden
12.30	Eat lunch, restaurant TBC
13.30	Free time for shopping around Coven Garden Markets
14.30	Depart for London Eye
17.15	Backstage tour of the National Theatre
18.30	Depart for London Euston – students purchase a light meal before travelling home
19.40	Train departs for Manchester Piccadilly (19.40 – 21.57)
22.00	Parents to collect students from Manchester Piccadilly Station

Check List

- Coat (waterproof advisable)
- Scarf
- Gloves
- Hat
- Sturdy footwear (No Uggs)

- 1x Rucksack**
- Tissues
- Medication
- Camera and Charger
- Mobile Phone and Charger (with staff emergency contact numbers stored)
- Student Guide (collect at meeting)
- Emergency Contact Card for wallet
- 1x Packed lunch to be eaten on train
- Bottle of water

- 1x Small Suitcase**
- 1x Pair trousers/jeans
- Top
- Jumper
- Underwear
- Pyjamas
- Evening outfit for dinner and theatre

- Toilet Bag (toothbrush/paste; shower gel/soap; shampoo; deodorant; etc.)
- 1x Bath towel

- Dance Kit – loose performance clothing (Tracksuit bottoms/Top/Leggings)
- Jazz Shoes/Bare Feet

- Money for a light meal at London Euston
- Additional spending money (Train Refreshments; V&A Shop; Theatre Refreshments; Shopping; National Theatre Book Shop)

Performing Arts London Visit
Parent's Meeting
28th – 29th November 2011



Name:

Parent/Carer of:

will be attending the London Visit Meeting on Tuesday 22nd November at 6.30pm.

will not be attending the London Visit Meeting on Tuesday 22nd November at 6.30pm.

Signed:

Date:



SALE GRAMMAR SCHOOL EMERGENCY CONTACT FORM

A Level Performing Arts Visit to London

From: Monday 28th November **To:** Tuesday 29th November

Please complete all parts of this form and return it to **Mr Townsend**.

PARTICIPANTS NAME: _____ FORM: _____

ADDRESS: _____ POST CODE _____

TELEPHONE NUMBER: _____ DATE OF BIRTH: _____

EMERGENCY CONTACTS

During this period the person(s) to contact in an emergency involving the participant is:

Name: _____ Name: _____

Address: _____ Address: _____

Tel: Day _____ Tel: Day _____

Evening _____ Evening: _____

Please provide two contacts if possible.

The school must be notified of any changes in this emergency contact information.

DECLARATION

I declare that all information on this form is true and that I have not withheld any relevant information.

I also understand that where activities are of a residential nature, involve late return to the base or involve adventurous activities for which I give permission for the above named person to partake in.

I also give permission for the attending staff to act in loco parentis (i.e. as a good and reasonable parent) when supervising my child on this trip.

Signed: _____ Parent/Carer

Please print name _____ Date: _____



SALE GRAMMAR SCHOOL MEDICAL/DIETARY REQUIREMENTS

MEDICAL INFORMATION

1) The information provided on this form will be treated as CONFIDENTIAL and is only required in order to enable our staff to give appropriate medical help and support if required.

Please answer all questions.

HAVE YOU EVER HAD	YES/NO	IMPORTANT: if you answer 'yes' give details, including any medication, below (use another sheet if necessary)
1) Heart trouble?		
2) Asthma, bronchitis or tuberculosis?		
3) Diabetes?		
4) Epilepsy, fainting attacks, migraine, severe head injury?		
5) Hayfever or other allergy?(e.g. to medicine, insect bites or food)		
6) History of fractures or other allergy?		
2) 7) A tetanus injection? If so, state date of most recent.		
8) Are you taking any medication? If so, please give details, state dosage and ensure you bring enough.		
9) Do you have, or suffer from any other medical or physical condition?		
10) Please give details of any special dietary requirements:		
11) Please indicate if you give permission for your child to swim?	YES/NO	

I confirm that the information above is accurate and will inform the school of any changes. In the event of an emergency I hereby give my permission for the school to obtain any medical treatment, as considered necessary by the medical authorities present, that may be required during the period of the activity.

Signed: _____ (Parent / Carer)

Doctors Name: _____ Tel No: _____
Surgery Post Code: _____



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October 2011

Dear Parent/Carer,

I am thrilled to inform you that the Performing Arts department is organising a residential visit to London on **Monday 28th November** to **Tuesday 29th November**. The visit is only available to those students in Years 12 and 13 who are studying A Level Performance Studies and your child has expressed an interest in attending.

During the visit students will have the opportunity to visit London's West End to see a performance of the musical 'Chicago' a show studied in *Unit 3: The Twentieth Century American Musical*. Students will also take part in a practical 'Chicago Workshop' led by professional performers from London's West End. In *Unit 4: The Performance Project* students must perform repertoire from their studies and will find this workshop invaluable. Students will receive a full backstage tour of The National Theatre, a working building of three theatres, where rehearsals, set-building, prop and costume-making all happen on site. We will also take a guided tour of the Victoria and Albert Museum's theatre and performance collections of theatre and ballet costumes, puppets and stage sets.

Staff would meet students at Manchester Piccadilly station to catch the 10.15 train to London Euston and return the following day, arriving at Manchester Piccadilly at 21.57. It is expected that parents will arrange transport for students to and from Manchester Piccadilly on both days.

Whilst in London we would be travelling on foot and using the London Underground. We would be staying at the Equity Point Hotel in Paddington. Students would be sharing en-suite accommodation in small groups with other Sale Grammar School students. It should be noted that Sale Grammar School would not have sole use of the hotel's facilities.

Students would need to bring appropriate clothing for all activities during the visit including suitably warm clothing and footwear for walking around London in November and performing arts kit for the practical workshop – it is recommended that students are also prepared for wet weather. A full list of clothing and necessary items will be provided at a later date.

Time	Monday 28 th November, 2011	Tuesday 29 th November, 2011
Morning	Meet at Manchester Piccadilly for the 10.15 train to London Euston	Breakfast at accommodation Two hour Chicago workshop
Afternoon	Check into accommodation Packed Lunch Guided tour of V&A Theatrical Collection	Lunch London Eye Shopping Guided backstage tour of The National Theatre
Evening	Dinner at Strada Italian Restaurant Watch 'Chicago' at the Garrick Theatre	Light dinner before travel – student choice Catch the 19.40 train from London Euston back to Manchester Piccadilly, arriving at 21.57. Parents to collect students from train station

It is estimated that the cost of the trip, based on 13 pupils, will be **£157.50**. Included in the cost are accommodation, all travel (to, from and around London), food (one breakfast, one lunch and one evening meal), all activities/visits, and insurance. Students will need a small amount of money to purchase a light meal at London Euston before travelling home and spending money for any snacks and shopping.

The expectation by the school is that you will make full contribution, however if you are unable to fully contribute you are invited to contact the Business Manager in confidence. Payments are to be made using ParentPay or PayPoint and need to be made by the following dates:

Payment Schedule		
Deposit	£60.00	Due Monday 17 th October
Final Payment	£97.50	Due Monday 31 st October
TOTAL	£157.50	

If you wish your son/daughter to participate in the above activity please complete the attached reply slip and return it to Mr Townsend by **Monday 17th October**. Should you have any questions about this visit please do not hesitate to contact Mr Townsend at school on **0161 973 3217**. You can also find further information about the different activities using the following websites:

- Equity Point Hotel www.Equity-Point.com
- 'Chicago' at the Garrick Theatre www.ChicagoTheMusical.co.uk
- Strada Italian Restaurant www.strada.co.uk
- Victoria and Albert Museum www.vam.ac.uk
- The National Theatre www.NationalTheatre.org.uk

Yours sincerely,

Mr Christopher Townsend
Trip Organiser

Mrs A McPartland
Business Manager

REPLY SLIP:- PLEASE RETURN TO: Mr Townsend

Visit to London on Monday 28th November to Tuesday 29th November 2011

STUDENT NAME: _____ **FORM:** _____

I/We give permission for our son/daughter to participate in the above trip/activity.

EMERGENCY CONTACT DETAILS

Please provide contact details below:

CONTACT NAME: _____

RELATIONSHIP TO STUDENT: _____

CONTACT NUMBER/S: _____

MEDICAL INFORMATION

Please detail any medical conditions/medication that your child has/is taking.

DISCOUNTS/REFUNDS

On some recent visits we have received unexpected discounts from venues etc after students have made payment/participated in the visit.

If you are due a refund greater than £5 we will refund this money to you.

If you made your payment via PayPoint please detail below who you require the cheque to be made payable to:

CHEQUE TO BE MADE PAYABLE TO

Signed _____ Date: _____

(Parent/Carer)