



Headteacher: Mr. M. Smallwood

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6th September 2011

Dear Parent/Carer,

Geography Fieldwork for GCSE Controlled Assessment: Tuesday 20th September 2011

I am organising a Geography fieldwork day for Year 10 students to Lytham St Annes on the Fylde Coast. This will allow students to collect primary data to prepare for their Controlled Assessment task which forms part of their GCSE course. The Controlled Assessment task will then be written up in school under exam conditions. The Controlled Assessment is worth 25% of the final GCSE.

We will travel to and from Lytham St Annes with Elite coaches. We will be leaving school at 8.30am and we aim to be back at school at 3.15pm, traffic dependent.

As the weather can be very changeable it is essential that students are prepared with the correct kit. Students will need:

- Suitable clothing as they will be outside for the whole day – waterproofs and warm clothing and/or sun protection
- Strong shoes
- Packed lunch and drink
- Pencils / pen
- Any medication they may require

For any student on the free school meal register we will be able to provide a packed lunch which can be collected on the morning of the visit, please make sure you indicate on the attached reply slip if you require a packed lunch for your child, and we will make the necessary arrangements.

The cost of the visit is £8.60 and 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 Thursday 15th September 2011.

We reserve the right to withdraw the place if the behaviour of any student gives cause for concern.

Please complete the attached reply slip and return it to Mrs Reynolds by Thursday 15th September 2011.

Yours sincerely,

R Reynolds

Mrs A McPartland

Visit Organiser

Business Manager

REPLY SLIP:- PLEASE RETURN TO Mrs Reynolds by Thursday 15th September 2011.

Visit to Lytham St Annes Tuesday 20th September 2011

STUDENT NAME: _____ **FORM:** _____

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

FREE SCHOOL MEALS

For this visit we are able to provide a packed lunch for those students in receipt of a free school meal.

Please tick the box if you would like your child to receive a packed lunch. We will make contact with your child nearer the time re contents of the packed lunch.

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 £2 we will refund this money to you.

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

Signed _____ Date: _____

(Parent/Carer)