

ADP/avt  
6 October 2017

Dear Parent(s) / Carer(s)

**Trip No: 4036 - Optional Trip During Term Time to Lowewood Museum in Hoddesdon on 31<sup>st</sup> October and 7<sup>th</sup> November 2017 – Year 9 (Named Students Only)**

I am writing to advise that your child has been nominated to take part in a trip to Lowewood Museum whereby they will be helping to make an exhibit for the museum about a World War One hero; Stephen Warner, which will make the museum more interactive. This will fit in to their current GCSE History course as they will investigate World War One in their Medicine through Time course that they started in September. Students will be helping to produce video reconstructions that will be sent to the Imperial War Museum for exhibitions.

This will take place over two days. The first day will be on Tuesday, 31<sup>st</sup> October for the day, and will be followed up by the final day on Tuesday, 7<sup>th</sup> November. Students will register in form as normal and will need to bring a packed lunch for both days. There is a small museum shop that I would advise students to look at on the first day so that they can bring a small amount of money to purchase anything that they would like on the second day.

Students have been given a Stephen Warner timeline and information about WW1 for them to read and get to know about Stephen before the students get to the museum. Please can you ensure that they read and bring this on the day.

On this occasion the school will be funding the cost of this trip.

**Please complete the [consent and payment form](#) available to download from the school's website** or return the slip attached to this letter. Please note that all trips will be allocated on a first-come, first-serve basis and we would therefore recommend that you respond as soon as possible.

Please be aware that the school reserve the right to refuse a place on this trip for any pupil whose attendance falls below the acceptable level and/or their behaviour has been a cause for concern. In line with our School Trips Policy, if there is a need to contact your child while they are out of school, please phone Mrs Sally Pringle on 07938 225451 or Mr Oliver Price on 07925019743.

Yours faithfully

**Mr A Pollard**  
Teacher of History  
and  
**Mrs S Pringle**  
Assistant Head: Director of Finance & Resources

Encl.

# Reply Slip

**Trip No: 4036 - Optional Trip During Term Time to Lowewood Museum in Hoddesdon on 31<sup>st</sup> October and 7<sup>th</sup> November 2017 – Year 9 (Named Students Only) (ADP)**

If you wish to complete this reply slip electronically, then please complete the [consent and payment form on our website by following this link](#)

Student's Name: \_\_\_\_\_

Form: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Does your child suffer from any medical conditions?  Yes  No

Will this medical condition affect them taking part in the activities?  Yes  No

If yes, please give details including treatment that they currently receive for this/these medical conditions: \_\_\_\_\_

\_\_\_\_\_

Enter any known allergies to drugs, medicines or food and/or special dietary requirements:

\_\_\_\_\_

\_\_\_\_\_

Has your child been immunised against tetanus?  Yes  No

Please provide us with two emergency contact numbers:

Number: \_\_\_\_\_ Relationship to Student: \_\_\_\_\_

Number: \_\_\_\_\_ Relationship to Student: \_\_\_\_\_

## Declaration

I agree to my child taking part in the above mentioned visit and to their participation in the activities to be undertaken during the day. I support the need for obedience and responsible behaviour on their part.

To the best of my knowledge, my child is not suffering from any medical condition that makes them unfit to participate in this visit. I agree to my child receiving medical treatment as considered necessary by the medical authorities present.

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Parent / Carer**