

SCH/avt
28 September 2017

Dear Parent(s) / Carer(s)

Trip No: 4039 - Optional Trip During Term Time to KHVIII School In The Zone Regional on Friday 6th October 2017 – Various Years (Named Students Only)

Are you ready for this year's national VEX competition?

Selected schools throughout the country are being invited to nominate teams to meet at the country's premier robotic challenge at the KHVIII School In The Zone regional on Friday, 6th October to play "In The Zone", this year's official global Vex game.

We would therefore like to invite your child to be part of the team to visit the KHVIII School In The Zone regional on Friday, 6th October. The event will last throughout the day and students will return to school at the end of the competition. Due to the nature of the event there is no set end time, but we hope to back at school by 17:30.

As in previous years, we are seeking through this event to support and encourage the development of young engineers by presenting teams with an exciting challenge which fully utilises the learning they have taken from Science, Technology and Maths lessons. Due to the distance of the trip we will require a contribution of £22.50 towards the costs involved and places will be allocated on a first come, first served basis.

We have arranged for a mini bus to take students from the school to the venue at King Henry VIII, Coventry, CV3 6AQ and would like students to meet at the school for 07:00. We will then travel to the venue in time for registration at 09:00. If parents/carers or other relations would like to come along to support the team, then they are welcome to follow us or can meet at the event. We have been informed the event is fairly open and spectators may come and go throughout the day. We would also advise students to bring a packed lunch and some refreshments as we are uncertain what will be available on the day. Students should wear suitable clothes for working on their robot during the day, this may be jeans and polo shirt but must also be appropriate in line with school policies.

If you would like your child to go on this optional trip you are invited to make a voluntary contribution of £22.50 which will cover the cost of this visit. We must inform you that as the school could not bear the cost of the visit, the visit will not take place unless parents who are able to pay are willing to contribute. If you are unable to contribute, you are invited to contact the Assistant Head: Director of Finance & Resources.

Please complete the [consent and payment form](#) available to download from the school's website or return the slip attached to this letter indicating your preferred method of payment. Please note that all trips will be allocated on a first-come, first-serve basis, places will not be

confirmed until your payment is received, therefore we recommend that you respond as soon as possible. All cancellations must be provided in writing to the Finance Office. You will be liable for all costs incurred by the school up to the point of cancellation.

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 S Higham

Subject Leader for Engineering

Mrs S Pringle

Assistant Head: Director of Finance &
Resources

Encl.

Reply Slip

Trip No: 4039 - Optional Trip During Term Time to **KHVIII School In The Zone Regional** on Friday 6th October 2017 – Various Years (Named Students Only) (SCH)

If you wish to complete this reply slip electronically, then please complete the [consent and payment form](#) available to download from the school's website

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: _____

For overseas visits only, please confirm that you have included:

Copy of Passport included Yes No

Copy EHIC included Yes No

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.

Payment Method – £22.50

<input type="checkbox"/> Wise Pay (via Internet) ¹ Preferred payment method	<input type="checkbox"/> Cheque ² Cheques payable to The John Warner School	<input type="checkbox"/> Cash ²
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¹ If Wise Pay is showing that the trip is full, please contact the Finance department in the first instance. If you wish to pay by Debit or Credit card directly rather than through Wise Pay, then please contact the Finance Department.

² If paying by cash or cheque, please put your payment in an envelope which should be labelled with the name of the trip, your child's name, form and the amount enclosed. We would appreciate your cooperation by requesting that your child places the response slip in the trips box, which is located at Student Services.

All outstanding payments must be with the school a minimum of four weeks prior to the start date of the trip unless an earlier payment date is stated on the original letter.

Signed: _____ **Date:** _____
Parent / Carer