

THA/avt  
1 March 2018

Dear Parent(s) / Carer(s)

**Trip No: 4103 - Optional Trip Out of School Time to Hemel Hempstead Snow Centre  
On 16<sup>th</sup> March 2018 – Years 8 – 12 (Named Students Only)**

I am writing with details of the ski lessons that we are organising at Hemel Hempstead Snow Centre on Friday, 16<sup>th</sup> March 2018.

We will be leaving school at 15:30, travelling by minibus to Hemel Hempstead. This will give us time to change into our ski clothing and get our boots and skis fitted before our lesson which is from 17:30 to 19:30.

Students will need to have the following items with them:

Ski socks	Sweatshirt or loose fitting top over base layer
Salopettes	Ski jacket
Ski gloves	Food and drink
Long sleeved base layer	Change for a locker

The cost of the lesson will be either £31.00 for a ski pass only or £51.20 for a ski pass and a lesson suitable for those who wish to improve or are non-skiers.

Please ensure that you have completed and returned the attached slip advising us of which option your son/daughter requires by Monday, 5<sup>th</sup> March.

If you would like your child to go on this optional trip, [please follow this link to complete the consent and payment form](#) (*website: Home/Parents/Forms*) 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; we therefore recommend that you respond as soon as possible. All cancellations must be provided in writing to the Finance Office. Once a place is confirmed, 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 Georgette Knights on 07741559124 or Mr Oliver Price on 07741559129.

Yours faithfully

**Miss T Haddock**  
Assistant Headteacher  
Director of Sport

**Mrs G Knights**  
Assistant Head: Director of Finance & Resources

Encl.

## Reply Slip

Trip No: 4103 - Optional Trip Out of School Time to Hemel Hempstead Show Centre  
On 16<sup>th</sup> March 2018 – Years 8 – 12 (Named Students Only) (THA)

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: \_\_\_\_\_

Option	Date	Cost
Option 1 – Ski pass	Friday, 16 <sup>th</sup> March	<input type="checkbox"/> £31.00
Option 2 – Improver	Friday, 16 <sup>th</sup> March	<input type="checkbox"/> £51.20
Option 3 – Non skier	Friday, 16 <sup>th</sup> March	<input type="checkbox"/> £51.20

### 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 – £**

- Wise Pay (via Internet)** Preferred payment method. If Wise Pay is showing that the trip is full, please contact the Finance Department in the first instance.
- Debit or Credit Card.** If you wish to pay by Debit or Credit card directly rather than through Wise Pay, then please call the school 01992 462889 and ask to be transferred to the Finance Department.
- Cheque.** If paying by cheque, please ask your child to hand payments directly to the finance office. Cheques should be made payable to The John Warner School.

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