



13 July 2018

Dear Parent/Carer,

Re: **Year 7 Visit to Chessington - Tuesday 17 July 2018**

Details for the day are as follows:

ARRIVAL AT SCHOOL

Pupils will need to arrive at School at 7.00 am and meet in the School Hall and the coaches will be leaving at 7.20 am. ***Students should enter at student services, use the toilet and make their way to the hall promptly.***

MEDICATION

If your child requires medication during the visit or to prevent travel sickness on the return journey, please complete the attached form. Please put the completed form and the appropriate medication in a named envelope or container and ask your child to hand this to Mrs Bass when we meet in the school hall. If pupils carry their own inhalers they are responsible for their safekeeping

FOOD AND DRINKS

Pupils will need a packed lunch for the day and we suggest that they do not bring too many chocolate items. **Any pupils in receipt of free school meals will be provided with a packed lunch.** Pupils must not bring glass bottles or fizzy drinks of any kind. No chewing or bubble gum is allowed.

CLOTHING

Pupils are not required to wear school uniform but we ask that pupils do not wear extremes of fashion, sensible, flat shoes or trainers are essential otherwise entry to rides may be refused. Please ensure your child brings items appropriate for the weather conditions of the day, i.e. sun-cream and hat or waterproofs.

POCKET MONEY

Pupils may wish to bring a small amount of pocket money and they will be responsible for its safe-keeping, we recommend no more than £10 and that this is kept in a secure wallet or purse or a zip pocket. Pupils are permitted to bring mobile phones, on the understanding that they are their own responsibility and we cannot be held responsible for their loss or damage and there will not be time to go back and look for lost items.

RETURN TIME AT SCHOOL

We expect to be back at Etonbury at approximately 5pm (traffic permitting). Please do not call the School office for confirmation, we will send a text message or post a message to Facebook if there is any significant change to arrival time. ***If you are collecting your child from school please park on the School playground and not anywhere else on site or on the road adjacent to the school which ensure pupils safety when disembarking from the coach.*** Your child will be dismissed by their Group Leader into your care.

For the duration of the trip we expect the same high standard of behaviour as at school. Any instructions staff give are in the interests of the pupils and we expect them to be followed.

We look forward to an enjoyable day.

Yours sincerely

Mr M Trigg
Trip Leader

Stotfold Road
Arlesey
Bedfordshire SG15 6XS

T 01462 730391

E etaoffice@bestacademies.org.uk

W www.etonbury.com

Principal: Mr A Prior



Year 7 Chessington Trip - Etonbury Academy - Medication Form

Pupil's Full Name:	Class:
Date of Birth:	

I _____ the parent/carer of the above named child with the Principal of Etonbury Academy or a deputy nominated by him to administer medicine to my son/daughter/ward in accordance with the official instructions supplied therewith and in consideration thereof, I hereby undertake to supply the necessary medicine and instructions to the Principal and to indemnify and hold harmless the Principal/his deputy and Central Bedfordshire Council against any claim of any nature whatsoever arising from the administration of the medicine.

Signature of Parent/Carer: Date:

Name of medicine:	
Exact dosages:	
Exact times when medicines should be administered:	
Dates when medicines should be administered:	
Name of Doctor/ Person who prescribed medicine:	

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