Dear Parent / Carer

We are pleased to inform you that your son/ daughter has been allocated a place on their preferred trip to **Alton Towers** for "Our Day Out" on the 2nd of July 2015.

The group leader of this activity is Ms N. Turner. Please complete the attached **medical form and consent forms** and return to pupil reception along with payment before **Friday 12th of June 2015**.

Payment for the trip/activity is **£26.00**

Payment should be made via your Parentpay Account. In order for your son or daughter to avoid disappointment it is essential that you adhere to the payment deadline.

Expectations of students:

I would like to remind you that being involved in "Our Day Out" is a privilege and should your son/daughter choose to misbehave prior to the date of the trip he/she may jeopardise their place on the activity and future school visits.

At any time prior to the event, group leaders and the Head teacher reserve the right to withdraw your child from their trip if they breach the school's behaviour policy and/or behave in any way which could endanger the health and safety of themselves and/or others **(a refund will not be available).**

A breach of the behaviour policy may include:

- More than one supervision room sending;
- An exclusion - internal or external.

In addition it is essential that your son / daughter understands that they have to return to their coach by the time given at the end of the day and failure to do so may result in a taxi being ordered to get them home for which you will receive an invoice to pay.

In order to meet the DCC health and safety requirements your son / daughter will require the following **compulsory items**:

- Blue PE Polo Shirt (to easily identify him / her and must be worn at all times)
- Blue PE hoodie (to easily identify him / her and in case it is cold)
- Comfortable shoes / trainers
- Tracksuit bottoms / jeans / leggings / shorts (must be appropriate)
- Waterproof / showerproof jacket

- High factor sun cream
- Plenty to drink
- Snacks
- A bag / rucksack (students responsible for carrying their own belongings at all times)

In addition the following items are **optional:**

- Cap
- Packed lunch
- Small amount of money (food and drinks are expensive)

We strongly advise against your son / daughter taking any electronic devices such as I-pods, MP3 players, mobile phones or tablets and we will not accept liability for any theft or losses of such items.

If you have any further questions please do not hesitate to contact the relevant group leader.

Yours sincerely

Nikki Turner

Assistant Headteacher