



CATERHAM SCHOOL

27 May 2011

To Parents and Guardians of Fourth Year pupils

Dear Parents and Guardians,

As you may be aware, we are devoting the last week of term to a programme of enrichment, during which time various activities will take place. On Thursday 7 July we will be taking the entire Fourth Year group on a trip up to London. Not only will this serve as an educational and informative experience, but it will also provide us with a fitting end to what has been a very successful year.

The programme for the day is as follows. Leaving school at **8.30 am** we will be taken by coach up to Greenwich observatory where we will spend the morning looking round here and the Maritime Museum, both located in the beautiful Greenwich Park. After spending a few hours in these locations and also pausing for a photo opportunity on the meridian line we will move down to Greenwich pier, stopping briefly to see the restoration of the Cutty Sark. We will then board a Thames cruise boat which will take us up the river to Waterloo Pier. The time on the boat will allow us to listen to an informative commentary about life on the river and also give us chance to eat our lunch. We will disembark the boat at Waterloo and from here we will make our way over to the London Eye where we will finish our day off with a trip on the 'big wheel'. The coaches will then meet us on Waterloo Bridge allowing us plenty of time to fight through the London Traffic to arrive back at School at approximately **6.30 pm**.

The cost for the experience will be **£25.00** and, with your agreement, this will be added to your child's school bill. I would therefore be grateful if you could fill out the consent form attached, giving all the relevant information and attaching any additional information you feel we need to be made aware of prior to our departure. Thank you in advance for allowing your child to go on this trip. It will, I am sure, prove to be an excellent end to the year.

Yours Sincerely

Mr M E Broughton
Head of Fourth Year
Marc.broughton@caterhamschool.co.uk



CATERHAM SCHOOL

PARENTAL CONSENT FOR SCHOOL DAY TRIP

**Please return this form via your child's Tutor
no later than Friday 24 June.**

Trip Description – Fourth Year trip to London

Date – Thursday 7 July 2011

Trip Organiser - Mr M Broughton

I accept the School's offer to take my son/daughter on the above journey, and agree to their taking part in all activities described in the information sheet. I agree to the cost of the trip (£25.00) being added to my School bill.

Name of studentForm.....

I agree to authorise any member of staff during the course of the trip to approve such medical treatment for my son/daughter as is deemed necessary in any emergency or upon the advice of a qualified medical practitioner.

Any medical condition from which my son/daughter is suffering, to my knowledge, is described in a separate letter attached to this form, which also sets out any special medical requirements (such as drugs or other treatment) which may be required. The letter should both authorise staff to administer medicines and state appropriate dosage and frequency.

Please note that the School can not take responsibility for any existing ailment about which the School was not informed explicitly on this consent form.

Letter attached: YES / NO

Signed
(Parent/Guardian)

Print Name

Date

Emergency contact number

Information on the school's Policy for Welfare, Health & Safety on School Trips can be found on the website at www.caterhamschool.co.uk