



## CATERHAM SCHOOL

24 November 2010

To Parents and Guardians of Lower Sixth French students

Dear Parents and Guardians,

Re: Conference for AS French students **CHANGE OF DATE**

I am writing to inform you that **the conference originally booked for Fri 26 November has been cancelled** by the organisers due to unforeseen circumstances. However, **I have now booked another date for 10 February 2011** which will cover similar material i.e. key topics and skills for the AS French examinations. The language and content will be relevant to the AS examination as well as providing an enjoyable experience for the students.

The cost of the conference of £24.00 remains the same. Pupils will also need to ensure that they have enough money to pay for their transport costs and lunch on the day. Students will be required to make their own way to the venue and will be accompanied back to the station after the conference. Full details of the venue location will follow in due course.

Yours sincerely,

Nicole McVitty  
Head of French  
Assistant Head of Sixth Form  
[nicole.mcvitty@caterhamschool.co.uk](mailto:nicole.mcvitty@caterhamschool.co.uk)



CATERHAM SCHOOL

**PARENTAL CONSENT FOR SCHOOL DAY TRIP**

Trip Description : AS French Conference  
Date : 10 February 2011.  
Trip Organiser : Mrs N McVitty

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 being added to my School bill.

Name of student .....Form.....

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.**

**I agree to my son/daughter making his/her own way to the venue.  
I agree to my son/daughter making his/her own way home.  
(please delete if this does not apply)**

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](http://www.caterhamschool.co.uk)*