



CATERHAM SCHOOL

16 September 2011

To Parents and Guardians of Second Year pupils

Dear Parents and Guardians

**Second Year Visit to The Observatory Science Centre,  
Monday 10 October 2011**

The Science Department has organised a trip to The Observatory Science Centre, Herstmonceux on Monday 10 October. The normal school start time of 8.30am still applies. We will be due to depart from The Science Centre at 2.30pm with an estimated arrival time back at School of 4.00pm. However, as we cannot guarantee our return time we would ask you to make alternative arrangements for your child to get home should we be delayed.

The cost of the visit is approximately £20, however, the final figure is likely to be slightly less. The trip will be by coach and pupils will be allocated in groups of approximately 10 to an accompanying teacher. Each pupil should wear sensible and practical clothing and appropriate footwear as some of the activities take place outdoors, and have a small backpack. Packed lunch will be provided.

Please complete and return the enclosed form to your child's **Tutor** by Thursday 6 October. A charge of approximately £20.00 will be added to the next available extras bill to cover the cost of the trip.

If your child is unable to attend this visit for any reason, please let me know as soon as possible.

Yours sincerely

**Dr J A F Burnside**

**Teacher of Chemistry**

**[James.burnside@caterhamschool.co.uk](mailto:James.burnside@caterhamschool.co.uk)**

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## PARENTAL CONSENT FOR SCHOOL DAY TRIP

**Second Year Visit to The Observatory Science Centre,  
Monday 10 October 2011**

Trip Organiser - Dr J Burnside

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.**

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)*