



## Hall Green School An Academy

September 2019

Dear Parent/Carer

### **URGENT - Year 10 English Trip: Sightseeing in London 18 Sept 2019**

To develop students' cultural knowledge of our capital city, this half-term the English Department will be taking a group of students on a tour of London. Students will travel by coach to Trafalgar Square in London where we will begin a Walking Tour of the city, taking in famous sights including Buckingham Palace, Downing Street and Big Ben. The trip will also include a River Taxi journey along the Thames; students will visit the Tower of London and see the Crown Jewels before returning by coach.

This **optional** trip is on **Wednesday 18 September**. We will leave school at **8:00 am** to travel by coach from Hall Green Library to London. We should arrive back by coach at **around 18:30 pm** and pupils will be dismissed from **Hall Green Library**.

**Places for this trip are limited and will be allocated on a first come, first served basis.** In order for the trip to take place we require a **non-refundable** payment of **£25.60** (to cover the coach cost, the River Taxi and entry fee to the Tower) to be made online via ParentPay by **Tuesday 10 September**. In exceptional circumstances, if you do not have access to the internet, please ask for a barcode to pay at a local shop that offers PayPoint. It is **essential** that all **payment deadlines** are adhered to; any students that have not paid by this date will not be permitted to participate in this trip. Deadlines are set to ensure the school can make payments to the organising company in advance of the trip taking place. Payment also signifies parental permission for the pupil to attend the trip. If your child is eligible for the Pupil Premium we may be able to help meet part of the cost of this trip. If financial help is required, please contact Mrs Dickerson via the usual school number.

Pupils will need to bring a packed lunch for the trip with plenty of drinks. **If your child is entitled to a free school meal and you wish a lunch to be provided by school, please order this with Mr Main as soon as possible.**

**School uniform must be worn for this trip, though as we will be walking all day, pupils will be allowed to wear trainers. Pupils must also be prepared for potentially hot or wet weather as they will be outside all day; they must bring a raincoat and / or an umbrella.**

**IMPORTANT: We will use the emergency contact details and medical records for your child that we currently hold on file. If there have been any recent changes to either of these, please could you inform the school as soon as possible.**

During trips and visits members of the public often comment on the good behaviour of our pupils and how much of an ambassador they are to the school. However, if your child fails to meet the school's Expectations for Learning, displays unacceptable behaviour in or out of school or shows a poor attitude towards staff, the privilege of attending may be revoked at any time at the Head teacher's discretion. No refund of any monies paid will be made.

Yours sincerely,

Mr Main  
Head of English

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