Chace Community School

A Specialist Technology College

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Headteacher: Daniel Bruton BA (Hons) NPQH

23rd January 2018

Dear Parent/Carer,

Your child has been reading a biography of Anne Frank as part of the ARP Literacy course. To follow up this work and to find out more about WWII, there will be an educational visit to the RAF Museum London, Grahame Park Way, London, NW9 5LL on **Tuesday 6th March 2018.**

The trip offers an opportunity to see some of the aircraft used during WWII and to experience a 'hands on' session about WWII. There will be a chance to handle objects, listen to the music of the time and learn about air raids.

We will travel to and from the site by school minibus. We will leave school after morning registration at 8:50am and we will return at approximately 3pm.

Your child will be supervised by 2 members of staff throughout their visit. Students will need to bring their own packed lunch. If your child is entitled to a free school meal and requires a school packed lunch then please can they inform the trip leader no later than two working days before the trip. Students are also expected to wear full school uniform for this trip, but do need to dress sensibly and wear comfortable footwear.

The cost of the trip is £8.50. Under the terms of the 1988 Education Act schools are only allowed to ask for voluntary payments towards extra-curricular activities. No student will be refused a place because they have not made this contribution. Please contact the school in confidence if you are unable to meet the cost. However, if there are insufficient voluntary contributions then the visit cannot take place.

What to do next:

- Please complete the on line consent form, which you will find on the school website (Parents/Trips/Consent Form. Choose the correct trip from the drop down menu then complete form/submit)
- Once the consent form has been submitted, please log onto you ParentPay account to make payment.

Please note that your son/daughter will not be able to attend the trip unless we receive a completed 'online' consent form.

Yours sincerely,

Christine Savage

Christine Savage
ARP Teacher

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Code of Conduct for Students on Educational Visits

Each student should:

- Observe normal school rules
- Co-operate fully with leaders at all times
- Fulfil any tasks or duties set prior to and during the visit
- Participate fully in all activities and sessions during the visit
- Be punctual at all times
- Not leave group sessions or accommodation without permission
- Always return to the meeting point or accommodation at agreed times
- If granted indirectly supervised time, be in groups of not less than three young people
- Avoid behaviour which might inconvenience others
- Be considerate to others at all times
- Respect all requests and requirements made by staff and accompanying adults
- Behave at all times in a manner which reflects credit on self, to party and to the school.
- Abide by the laws, rules and regulations of the countries and places visited (where applicable).
- Comply with customs and duty-free regulations (where applicable).
- Not purchase or consume alcohol, tobacco products or purchase dangerous articles such as explosives and knives.
- If in doubt on any matter, consult with staff.
- Accept that a full written report of any misconduct will be forwarded to the Headteacher and to your parent(s).