

JM/RW

09 September 2016

Dear Parent(s)/Carer(s)

Year 9 and 12 Lulworth Cove Visit – October 2016

The Geography Department is undertaking a visit to the Lulworth Cove area of Dorset. This is a fantastic opportunity for students to experience coastal processes and landforms first-hand. Fieldwork is an essential part of geographical study and students will collect primary fieldwork data which they will use to investigate coastal landforms on the Jurassic Coast.

The dates for each class's trips are shown in the table below:

Date	Class
Tues 4 Oct 2016	9EP (Mrs Neenan) 9ET (Mr Moncur) 9EM (Miss Banwell)
Wed 5 Oct 2016	9HP (Miss Banwell) 9HM (Mr Moncur) 9EB (Mrs Neenan) Year 12 (Mr Madge)
Thurs 6 Oct 2016	9HT (Mrs Neenan) 9HQ (Mr Moncur) 9HB (Mr Adams)

The day will involve a variety of supervised data collection activities at two different points along the coast with a short amount of walking between sites. It is essential that students have appropriate clothing, including a waterproof coat and sturdy footwear.

Students should meet at the front of school at 8.55 a.m. where we will travel to Lulworth Cove by coach with fitted seatbelts, returning by 3:20 pm. There will be limited opportunities to purchase food and drink, therefore students should be provided with a packed lunch. The cost of the trip is £6.50 which covers hire of the coach and insurance.

Please note, there will be some trips or activities which the school cannot charge for, but which the school considers would be beneficial to the students. In this case the school may ask for voluntary contributions. No student will be excluded from the activity or treated differently because they do not make a contribution. If voluntary contributions are not sufficient then it may be that the planned activity or trip cannot go ahead.

Please can you sign enclosed EV5 consent and payment forms and return, together with payment, in an envelope with your **child's name and class and 'Lulworth Cove'** on the front to the **Academy Shop by Tuesday 27 September 2016**. Payments can be made by cash, cheque (made payable to Huish Episcopi Academy) or our online payment system, Wisepay.

Students unable to attend or return the necessary paperwork will attend classes with an alternative teaching group for the day.

Yours sincerely

J Moncur

Mr J Moncur
Head of Geography

Please complete this form and return with your payment.

Trip Name: Lulworth Cove Geography Trip		
Pupil Name:		Geography group:
Date of Trip		
Amount enclosed £6.50	Cash £	Cheque £
Please tick if making a payment through Wisepay.		
Email address		
If you feel that your child may be eligible for Pupil Premium/LSF Funding please contact the Academy.		

A small welfare fund exists to support students in participating in Academy activities such as this study visit, where parents are suffering financial hardship and who may therefore be unable to afford the full donation required. If this applies, please write to the Principal in confidence.

1. What do I do now?

Please return this form in an envelope clearly marked with the Trip Name on the front. **Cheques should be made payable to Huish Episcopi Academy.**

2. Where do I send payments?

Cash payments can be handed in to the **Academy Shop** during morning break only.

Cheque payments can be handed in to the **Academy Shop** as above.

If your payment is by cheque please write the following on the reverse:

- your address
- your son/daughter's name and form the name of the trip.

3. Online Payments

For online payments through our new online payment system 'Wisepay' please log on to our website www.huishepiscopi.net and click on the Wisepay logo/link. If you have not received your username and log in details, please contact Karen Chard in the finance office.

Please note that for trips that require a deposit, payment of this initial deposit indicates a financial commitment to the trip for that student. The trip would therefore be required to be paid in full even if the student subsequently decides to pull out.

Please do not send payments back to the trip organiser.

We may take photos on the day as a record of our visit. Do you give permission for your child to be photographed? Please indicate below:

YES		NO	
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Signed.....Date.....

Emergency contact number:

IMPORTANT: For refund purposes, please insert below the name and address of the person making payment.

Name Address

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