

## Westbourne Academy

Marlow Road T 01473 742315  
Ipswich F 01473 464825  
Suffolk E [office@westbourne.atrust.org.uk](mailto:office@westbourne.atrust.org.uk)  
IP1 5JN W [www.westbourne.atrust.org.uk](http://www.westbourne.atrust.org.uk)



WESTBOURNE  
ACADEMY

Principal - Mr Garry Trott

Our ref: ALE/EPE

9 February 2018

Dear Parent

### **Y10 GCSE Photography/Warner Brothers Studio Tour: The Making of Harry Potter Friday 8 June 2018 (7.30am depart/5.00pm return)**

The GCSE Photography department are running an exciting new trip to the Warner Brothers Studio to visit the Making of Harry Potter exhibit. Our students will be given a half hour guided tour of the exhibit before having a specialised one hour lesson in the education suite. Here they will learn about the photographic principles behind the making of the Harry Potter films. Students will then have a further three hours to explore the set design and magical world of the Harry Potter films, taking photographs which could be used for their coursework.

This is a fantastic opportunity to learn from industry professionals and develop a greater understanding of how photographic and other art/media practices are used in order to bring a story to life on the big screen.

The students will travel by coach, departing the academy at 07.30am prompt. We will depart from Warner Brothers Studio at 3.00pm and anticipate arriving back at the academy at approximately 5.00pm. Arrangements will therefore need to be made for collecting your son/daughter at that time.

Visits play an important part in the learning of our students and we understand the financial demands placed on parents resulting from our school activities. We require a contribution of £37.00 to cover the transportation and admittance costs. Should insufficient interest or contributions to make this trip financially viable, it will be cancelled. Payments must be made no later than **Friday 2 March 2018** via ParentPay or we will lose the tickets for this opportunity.

On the parental consent form it is very important that you let us know of any medical condition or medication. We will be carrying a first aid kit and at least one member of staff accompanying the visit is a qualified first aider. This visit is fully covered by the academy's insurance policy (Zurich Insurance). Students will need to wear suitable clothing (non-uniform) and bring appropriate refreshment for the duration as well as a packed lunch. There will be an opportunity to visit the Harry Potter shop and café; students will need to bring their own money for souvenirs/refreshments etc. Any student who would normally receive a free school meal will be provided with a packed lunch on the day.

Please sign and return the attached permission form if you wish your child to attend the trip. Completed consent forms should be returned to me by **Friday 2 March** and once payment has been made. You should also be aware that the academy reserves the right to withdraw a place on the trip for any student whose attitude, attendance, behaviour, conduct or punctuality falls below the standard we expect and require of our students. In this instance, refunds of any monies paid will not be made. If you have any further questions with regard to the trip, please do not hesitate to contact me by email.

Yours sincerely

Mrs A Leggett - Teacher of Photography  
[amy.leggett@westbourne.atrust.org.uk](mailto:amy.leggett@westbourne.atrust.org.uk)

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### **Giving Permission**

This letter is about important information. You need to understand this information before you sign the form. Do not just ask your child to translate the information. If you are unable to read this information because English is not your first language, please ask someone who speaks English to contact the school on 01473 742315 or email [office@westbourne.atrust.org.uk](mailto:office@westbourne.atrust.org.uk)

### **Lietuvių kalba/Lithuanian - Suteikti leidimą**

(Šiame laiške yra svarbi informacija. Jūs turite suprasti informaciją prieš pasirašant ją. Neprašykite savo vaiko, geriau paklauskite suaugusio asmens kuris kalba Anglų kalba. Jei negalite perskaityti šios informacijos, nes anglų nėra jūsų gimtoji kalba, kreipkitės į ką nors, kas kalba angliškai arba kreipkitės į mokyklą 01473 742315 arba el [office@westbourne.atrust.org.uk](mailto:office@westbourne.atrust.org.uk)

### **Polski/Polish - Dawanie pozwolenia**

List ten zawiera ważne informacje. Musisz zrozumieć informacje przed jej podpisaniem. Nie pytaj dziecka, lepiej jest poprosić kogoś dorosłego, kto mówi po angielsku. Jeśli nie możesz przeczytać tej informacji, ponieważ angielski nie jest twoim pierwszym językiem, poproś kogoś, kto mówi po angielsku, lub skontaktuj się ze szkołą 01473 742315 lub e-mail [office@westbourne.atrust.org.uk](mailto:office@westbourne.atrust.org.uk)

### **Em português /Portuguese - Dê permissão/consent**

Esta carta é uma informação importante. Você precisa entender esta informação antes de assinar o formulário. Não basta pedir ao seu filho para traduzir a informação. Se você é incapaz de ler esta informação, porque o Inglês não é sua língua nativa, por favor, pergunte a alguém que fala Inglês deve contactar a escola 01473 742315 ou e-mail [office@westbourne.atrust.org.uk](mailto:office@westbourne.atrust.org.uk)

### **Limba română/Romanian - Permisune/giving consent letter**

Această scrisoare este o informație importantă. Aveți nevoie să înțelegeți aceste informații înainte de a semna formularul. Nu doar să cereți fiul sau fiica ta pentru a traduce scrisoarea. Dacă nu puteți citi această informație pentru că engleza nu este prima limbă, vă rugăm să întrebați pe cineva care vorbește limba engleză trebuie să contacteze școala 01473 742315 sau e-mail [office@westbourne.atrust.org.uk](mailto:office@westbourne.atrust.org.uk)

# WESTBOURNE ACADEMY- EDUCATIONAL VISITS

STUDENT'S NAME: \_\_\_\_\_ FORM: \_\_\_\_ DATE OF BIRTH: \_\_\_\_\_

SCHOOL: WESTBOURNE ACADEMY

VISIT(S) TO: YEAR 10 – HARRY POTTER STUDIOS TOUR

DATE(S) OF VISIT(S): FRIDAY 8 JUNE 2018 7.30am depart & 5.00pm return

I have received and read details of the above visit(s). I consent to my child taking part in the visit(s) and the activities indicated. I acknowledge that the staff will be liable in the event of any accident only if they have failed to take reasonable care of my child during the visit.

I have read any information provided with regard to the standard of behaviour and/or code of conduct expected during the visit and I undertake to reinforce this information with my child.

I consent to my child receiving medical treatment that, in the opinion of a qualified medical practitioner, may be necessary.

My child's doctor's name and address is: \_\_\_\_\_

\_\_\_\_\_

I undertake to pay the required sums by whatever date(s) are specified to me and accept that, in respect of any withdrawal from the visit for whatever reasons, there will be no refund of the whole or part of the payment(s) made unless the circumstances are covered by travel insurance or otherwise at the discretion of the school governors.

Signed: \_\_\_\_\_ (Parent/Carer)

## PLEASE COMPLETE THE SECTIONS BELOW

1. Please give your home address and contact phone numbers. If you will be away from home during the visit please give an alternative address where you, or a relative or friend acting for you, can be contacted.

### Home Address

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Post Code: \_\_\_\_\_

Tel: \_\_\_\_\_

Tel: \_\_\_\_\_

### Alternative Contact if required

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Post Code: \_\_\_\_\_

Tel: \_\_\_\_\_

Tel: \_\_\_\_\_

2. In your child's interest, it is important that the organising staff should know whether he or she suffers from any illness or medical condition. Please use this space to state, in confidence, any health or other matter concerning your child of which accompanying staff should be aware. Please indicate here also if your child is receiving medication, with details and dosage, and/or has any specific dietary requirements.

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**(Payment to be made via ParentPay online by Friday 2 March 2018)**

Office Use Only: