

## Westbourne Academy

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Principal - Mr Garry Trott

Our ref: ABr/SCo

27 February 2018

Dear Parent

### Year 9 Food Tech Trip to Jimmy's Farm – Thursday 19 April 2018

Your child has been invited on a visit to Jimmy's Farm on Thursday 19 April. The purpose of the trip is to develop an understanding of the catering industry and to gain skills in high skilled food preparation such as butchery and sausage making. Academy uniform is not required however suitable clothing and footwear for the venue is recommended, along with a coat, hat and gloves. Your child will require a packed lunch and sufficient refreshments for the duration of the trip.

The students will be travelling by coach, departing the academy at 8.30am; we will depart from Jimmy's Farm at 3.00pm and anticipate arriving back at the academy at approximately 3.30pm. Arrangements will therefore need to be made for collecting your son/daughter at that time unless they make their own way home.

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. A voluntary contribution of £27 is payable which covers the cost of admittance and transport. Should we receive insufficient interest or contributions to make this trip financially viable, it will be cancelled.

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. Any student who would normally receive a free school meal will be provided with a packed lunch on the day. This visit is fully covered by the academy's insurance policy (ZURICH Insurance).

Please sign and return the attached permission form if you wish your child to attend the trip. Payment should be made online through your child's ParentPay account no later than **Thursday 29 March 2018**. Payment is required in full before the trip departs. The parental consent form should be completed, signed and returned to me by Thursday 29 March.

If you have any questions with regards to the trip, please do not hesitate to contact me at school by email.

Yours sincerely

Miss S Coe  
Teacher of Design Technology  
Samantha.Coe@westbourne.atrust.org.uk  
Direct Dial Tel:01473466166

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### **Trips**

This letter is about a trip. This information is urgent. 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 - Mokyklos ekskursijos/Trips**

Šis laiškas yra apie ekskursijas. Ši informacija yra svarbi . Jei negalite perskaityti šios informacijos, nes angli 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 - Wycieczki szkolne/trips**

Ten list jest o wycieczce szkolnej. Informacja ta jest ważna. 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 - Viagem de Escola/ trips**

Informe-se sobre esta carta de uma viagem escolar. Esta informação é importante. 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 - excursii școlare/field trip letter**

Această scrisoare de informații este cu privire la o excursii școlare . Această informație este importantă . 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 9 Food Tech Trip to Jimmy's Farm

DATE(S) OF VISIT(S): Thursday 19th April 2018 (8.30am – 3.30pm)

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)**

Office Use Only: