



May 2019

Dear Parent/Carer

Y10 Thrales End Farm – 3 June 2019

A trip has been organised for Year 10 Food preparation and nutrition students to attend Thrales End Farm on Monday 3rd June 2019. Students will see the characteristics of a working farm, together with a session on cheese making, bee hives and general food production.

The students will be travelling by school minibus, accompanied by Ms O’Coy, and Mrs Rymill. The minibus will depart from school after morning registration and will return at approximately 2.20pm in time for period 5. Normal uniform rules will apply and students will require a packed lunch.

The cost of the trip is **£10.50** per student which, in accordance with the Governors’ policy on charging, must be met by voluntary contributions. Payment can either be made via ParentPay or by a cheque made payable to ‘Roundwood Park School’. In cases of financial hardship, please contact me in confidence as soon as possible, but in any event by **15th May 2019**. The school applies for financial assistance to a local charity, which has very limited resources, and therefore assistance can only be given if certain financial criteria can be fulfilled. Any such trip puts a great deal of added responsibility on staff and we reserve the right to refuse those pupils to participate whose behaviour gives grounds for concern.

If you would like your son/daughter to attend, please make your payment by **20th May 2019** at the latest. Please note that all payments are non-refundable unless a replacement can be found in the school. For a replacement to be found, cancellation must be put in writing to the Day Trip Co-ordinator at least 5 working days before the date of the trip.

The medical details used on day trips are taken from CareMonkey, our online system for capturing medical information. It is the parent’s responsibility to keep this information up to date. Please ensure any new information is included by **20th May 2019** at the latest for this trip.

Yours sincerely

Mrs J Reid
Day Trip Co-ordinator
j.reid@roundwoodpark.co.uk

Reply slip (return to Finance Office; not required for ParentPay payments)

Y10 Thrales End Farm – 2019 JR

I give permission for my son/daughter to attend.

Student name: _____ Form: _____

I enclose my cheque payment of **£10.50** ()

My son/daughter has the following medical condition, will/will not take his/her medication with him/her and can/cannot administer it himself/herself (if not applicable please state ‘N/A’).

.....
I confirm that my son/daughter’s CareMonkey profile is complete and up to date.

Signed: _____ (Parent/Carer) Date: _____

