

09 September 2011

Dear Parent

Year 12 Politics and, Year 13 History trip to London, Friday 18 November 2011

The History and Politics Department is organizing a trip to London on Friday 18 November for Lower Sixth Government and Politics pupils, and Upper Sixth History pupils. All pupils will visit the Houses of Parliament, and participate in a 'Making Laws' workshop. In the afternoon Year 12's will visit the Supreme Court and Year 13's will visit the Cabinet War Rooms. For Year 12 Politics pupils, the trip is intended to serve as a suitable introduction to the AS course on British Politics which will increase their understanding of the legislature and the judiciary. Year 13 History pupils will find that the trip enhances their understanding of the British Politics course, which they are being examined on in January. The trip will be led by myself, Mr Gallop, and Ms Cross.

Travel will be by train, leaving Portsmouth Harbour at 0845 requiring pupils to meet me at the front entrance of the station for 8.25. We intend to catch the 17.00 train from Waterloo giving an arrival time back in Portsmouth of 18.39. Dress should be smart but not school uniform. Sensible shoes must be worn as we will be walking from London Waterloo station to Westminster – high heels or strappy sandals are not appropriate. Pupils should also bring a light waterproof or umbrella in case it rains.

If you prefer your son/daughter to join/leave the train at a different station than Portsmouth Harbour, please indicate this clearly on the reply slip otherwise pupils will not be dismissed until we reach Portsmouth. There will be a brief opportunity to buy lunch after the visit to Parliament and pupils should bring sufficient monies for this. As both Parliament and the Supreme Court have intensive security in operation, bags etc. should be kept to a minimum to avoid lengthy waits.

The total cost including travel and all admissions and the workshop is £29. I would be grateful if you could complete the slip below and the attached consent form and return these to me no later than Monday 26 September.

My thanks in advance for your support of what should be an interesting and very worthwhile trip.

Yours sincerely

Rowena Hammal
History & Politics Department



To: Mrs R Hammal, History and Politics Department (no later than Monday 26 September)

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Pupil Name _____ Tutor _____

I would like my son/daughter to attend the above trip. Please add the amount of £29 to my school account. My son/daughter will join and leave the train at _____

Signed _____ Date _____
(Parent/Guardian)

Parental Consent and Information Form

This completed consent/information form must be with the Trip Leader by the date specified in the covering letter, otherwise the pupil will be unable to be included in the party.

Title of Trip:	Year 12 Politics and, Year 13 History trip to London	Date:	Friday 18 November 2011
Pupil Details			
Pupil's full name:		Date of birth:	
Home address and contact address (if different):			
In an emergency I can be contacted as follows:	Home Tel:		Work Tel:
	Mobile:		email
If not available, please contact the following person:		Tel:	

Medical Information: Please tick Yes or No for each question and give details for each 'Yes'			
Does your child:	NO	YES	DETAILS
suffer from any allergy to food, medication, fur, bee sting etc.?			
currently receive treatment for or take any medication for or suffer from any medical condition?			
carry an inhaler, epipen, insulin kit or other? If yes, please ensure that a second labelled inhaler, epipen etc. is given to the Trip Leader for safe keeping.			
have any special dietary requirements?			
suffer from vertigo (fear of heights)?			
suffer from travel or motion sickness?			
Is there any physical activity your child may not participate in?			

Please Turnover

		NO	YES	DETAILS
Has your child had any recent illness or injury? If yes, please give details of what and when.				
Has your child had a tetanus injection in the last 10 years?				
Contact details for doctor: Name:	Address:		Tel:	
Please add any additional information you may consider the school should know. Please feel free to contact the Trip Leader if you would like to discuss particular needs more fully.				
Please ensure that you inform the Trip Leader of any changes to this information before the start of the trip.				
Conduct during the Trip				
<p>Pupils are expected to obey instructions given by the staff of any establishment visited, and activity instructors, as well as teachers. Normal school rules apply. In the very unlikely event that a pupil fails to comply, staff reserve the right to remove a pupil from a trip and make arrangements for their return home at parents' expense. In this situation no refund of trip fees would be payable.</p> <p>Pupils are expected to take responsibility of all belongings, especially valuables, in accordance with arrangements specific to the trip. These are not covered by the school insurance policy.</p>				
Consent Declaration				
<p>I, being the parent/guardian of the child named at the head of this form, give consent for him/her to attend the proposed activity.</p> <p>I have read and understood the expected code of conduct and agree that my son or daughter will abide by these instructions.</p> <p>I realise that in some cases the activities offered have some risk involved which may be of a type not encountered during normal life and that this risk whilst small, cannot be eliminated without making the activity pointless. Portsmouth Grammar School has done its utmost to minimise and manage these risks.</p> <p>I give consent for him/her to receive emergency medical treatment, including anaesthetic and/or blood transfusion, as considered necessary by any medical doctor present, should the need arise. I have informed the school of all medical conditions or treatments that he/she suffers from or requires to maintain health. I agree to inform the group leader of any change in medical condition.</p> <p>I am aware that the school has a detailed policy on the safe running of educational visits, which can viewed on the school website.</p> <p>Name: _____</p> <p>Signature and date: _____</p> <p>Relationship to child: _____</p> <p>Please return the signed form to the Trip Leader</p>				