

16 January 2012

Dear Parent

Under 13 Boy and Girl Indoor Hockey Tour to Braunschweig 25- 28 October 2012

As you are aware we have already started a training schedule for you son/daughter. The aim of this is to prepare for the U13 Hockey tour to Germany in the October half term. The reason for this is that we are playing catch up with the young German players and need to get as much preparation in as possible.

Your son/daughter will have been training with the current Year 8 pupils who had the opportunity to have this fantastic experience this academic year in the hope that they are able to impart some knowledge and answer any questions or worries that your son or daughter may have.

The tour costs are projected to be £210 per player. This is predominately taken up by flight costs and the price may change slightly depending on the cost of the flights. The cost can be paid by a cheque made payable to the Portsmouth Grammar School. Alternatively, I have arranged a facility with the bursary to put the cost onto your school bill, although a deposit of £50 at this stage will allow early booking of flights. We will also require your son/daughter's Passport and European Health card so that we can take photocopies of these as back up.

Please ensure that the medical centre has been informed of any change to your son/daughter's medical circumstances by telephoning the medical centre on 023 92364243 or by email medical@pgs.org.uk

Further details for the tour events will be explained in a parent's information evening on **Friday 30 September 2011**. If you require any more details please feel free contact me on my email address.

Yours sincerely

Alex Leach
a.leach@pgs.org.uk



To: Mr Leach, Sports Department, The Portsmouth Grammar School

Under 13 Boy and Girl Indoor Hockey Tour to Braunschweig 27-30 October 2011

Pupil Name _____ Year/Tutor _____

I am happy for my son/daughter to take part in the above tournament

*I enclose a deposit of £50 and please add the amount of £160 to my school account.

*I enclose a cheque for £210 made payable to The Portsmouth Grammar School (Please print name of your son/daughter on the reverse of the cheque.

*Please add £210 to my school account *(Please delete as appropriate)

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:	Under 13 Boy and Girl Indoor Hockey Tour to Braunschweig	Date:	27-30 October 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>				