

19 May 2010

Dear Parents

A level / IB Biology Fieldwork June/July 2011

I am writing to give you details of the fieldwork that your son or daughter will be carrying out as an integral part of his or her A-level or I.B. course. This will, of course, take priority over all other activities. We will be working for longer than the normal school day on:

Friday 24 June	8.30am to 4.30pm
Monday 27 June	8.30am to 4.30pm
Tuesday 28 June	8.30am to 4.30pm
Wednesday 29 June	8.30 am to 4.30pm
Thursday 30 June	8.30 am to 4.30pm

This year's Sixth Form Biology cohort is large and we will be splitting the pupils into 2 groups: one will attend the Field Course on Friday, Monday and Tuesday morning; the other on Tuesday afternoon, Wednesday and Thursday (HL IB will attend Monday to Thursday inclusive). Your son or daughter has been informed which group they have been placed in.

The fieldwork will be carried out on sites in the Portsmouth area and we will be travelling by minibus. There will be no charge for these activities.

Pupils must bring a packed meal with a drink each day. They will need to wear sensible and appropriate outdoor clothes and should bring a complete change of clothes, anorak, wellington boots and old trainers. Some form of headwear and SPF20+ sun cream is advisable for protection from the sun. Pencils and paper will be necessary for taking results and notes.

Please could you complete and sign the consent form enclosed with this letter. Please return the completed form to me by Friday 17 June. If you would like any further details about these activities please do not hesitate to contact me, either by telephone or email, at the above address.

Yours sincerely

Emily Akass
Head of Biology

Enc. Consent form

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:	A-level / I.B. Biology Fieldwork	Date:	June/July 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>				