

05 May 2011

Dear Parents

Year 10 GCSE Geography Visits to Hengistbury Head and Barton-on-Sea

As part of their Geography GCSE Controlled Assessment your son / daughter will be visiting two locations Hengistbury Head, near Christchurch, and Barton on Sea, just South of Lymington to study coastal management issues. The visits are due to take place on Monday 16 May and Friday 20 May 2011. The pupils will visit one location on the Monday and the other location on the Friday so they will be out of school all day on both days.

After Registration we will meet just outside Smith House Base, leaving School at 0915. We will travel by coach and hope to return by the normal end of school. The weather may be warm and sunny and/or wet and windy so your son/daughter should bring the following equipment:

- Comfortable clothing – t-shirt/sweatshirt/trousers/fleece
- Sturdy shoes/boots/trainers with a good grip –**no flip flops or sandals please**
- **A waterproof jacket is ESSENTIAL whatever the weather**
- Sun cream and sun hat
- Packed lunch and plenty of drink for the **whole** day (there are few shops)
- Clipboard/pen/ruler/notebook/clear plastic bags (to put notes in)
- Camera or mobile phone to take images

The equipment for the day should be carried in a **small rucksac** – **NOT** a shoulder bag or handbag please! he pupils may bring shorts and change into them once we have checked the weather, but we would like to see all pupils in trousers and with their waterproof jacket in the morning before we depart (this if to meet our Health and Safety requirements).

If pupils appear without suitable clothing and equipment we reserve the right to leave them in school and they could miss their chance to collect the data for their GCSE Controlled Assessment, please therefore ensure that your son/daughter is properly equipped.

Cont/d.....



To: Mrs Giles / Mr Baker / Miss Stewart* The Portsmouth Grammar School (*please circle the relevant Geography teacher)

Year 10 GCSE Geography Visits to Hengistbury Head and Barton-on-Sea

Pupil Name _____ . House _____

I give my permission for my son or daughter to attend the GCSE trip to Hengistbury Head.

* Please add the £15 cost to the school bill / *I enclose a cheque/cash for £15 (payable to The Portsmouth Grammar School) * (Please delete as appropriate)

Signed _____ Date _____
(Parent/ Guardian)

The cost to cover transport is £15, please indicate on the reply slip whether you would like this added to the school bill or prefer to pay by cash / cheque. Please complete the consent form attached to this letter and return with payment as soon as possible. If there are any problems or queries concerning these arrangements, please do not hesitate to contact me or another Geography teacher.

Yours sincerely

Miss S Stewart
Head of Geography

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 10 GCSE Geography Visits to Hengisbury Head & Barton on Sea	Date:	Monday 16 May & Friday 20 May 2011
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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>				