

10 May 2011

Dear Parent

**Visit to Magistrates' Court (Portsmouth) – Thursday 19 May 2011**

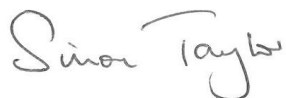
Your child has expressed an interest in Law, either as part of General Studies, or more generally. To further develop this, we have arranged a visit on Thursday 19 May to the Portsmouth Magistrates' Court to see the courts in action.

Pupils should meet at the school arch at 0845, immediately after registering, and we will walk as a group to the courts. We will return to school before 12:50 (again, as a group) and pupils should return to lessons on arrival, if appropriate. Pupils should wear uniform as usual and are subject to normal school rules. They will have a security check and will be asked to leave their bags (and phones) in a designated room. All mobile phones are to be switched off and will be left at their own risk, so pupils may prefer not to bring these in the first place.

All General Studies (Law) students are expected to attend the visit unless they are registered to take an exam on that day (or have secured my agreement in advance not to attend); the magistrates need to know numbers expected as there are a number of schools involved in the project. There will be no charge for the visit.

I would be most grateful if you could complete the attached consent form and return it to me (in the IB Office – upstairs in the Sixth Form Centre) by **Monday 16 May**. Should you have any further questions, please do not hesitate to contact me by email: [s.taylor@pgs.org.uk](mailto:s.taylor@pgs.org.uk)

Yours sincerely



**Simon Taylor**  
**Director of IB / Senior Subject Advisor for Law**

## 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.

<b>Title of Trip:</b>	<b>Visit to Magistrates' Court Portsmouth</b>	<b>Date:</b>	<b>Thursday 19 May (am)</b>
<b>Pupil Details</b>			
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:	

<b>Medical Information: Please tick Yes or No for each question and give details for each 'Yes'</b>			
Does your child:	NO	YES	DETAILS
suffer from any allergy to food, medication, fur, bee sting etc.?			
currently receive treatment for <b>or</b> take any medication for <b>or</b> 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.				
<b>Please ensure that you inform the Trip Leader of any changes to this information before the start of the trip.</b>				
<b>Conduct during the Trip</b>				
<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>				
<b>Consent Declaration</b>				
<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>				