

14th September 2018

Dear Parent/Carer

It is proposed to take an educational visit to Old Trafford, which will take place on 25/09/2018. The purpose of the visit is to experience high-level live football.

The coach will depart from Skipton Girls' High School at **4.30pm** and will return to school at approximately **11.30pm** (depending on traffic out of Manchester).

The cost of the trip is **£27.90** which includes return coach travel to Manchester and Old Trafford and entry tickets. This does not include personal spending money and refreshments at the stadium. We will be stopping at McDonalds on the way and students can choose whether to get food or to bring food with them on the coach. There is no need to wear school uniform, however clothing appropriate for a football match should be worn.

You automatically give consent for your child to take part in the visit by firstly ticking the consent box on ParentPay before entering and processing the payment amount. If insufficient numbers of students wish to go then the School reserves the right to cancel the visit. Please read the Code of Conduct on the reverse side of this letter and encourage your child to behave responsibly.

Please advise Student Services of any medical changes required for the Data Sheet provided at the start of the school year. **Students should have any medical supplies needed with them eg epipen, inhaler.**

Liability for Trip Costs on Booking:

Please note that on confirming your child's attendance on a trip or activity you may be liable for costs up to the full cost of the activity if the school has incurred the costs in booking on your child's behalf. The school cannot be liable for the cost of any late cancellations, on the basis set out below.

*On paying a deposit this will be non-returnable if at a subsequent date your child cannot attend and there is a related cost of cancellation to the school or to other students attending the event.

*Beyond initial confirmation and/or payment of a deposit you undertake to remain liable for any cancellation payments that the school in turn faces (i.e. payable to any organizations involved in delivering the activity) due to your child's withdrawal from the activity.

Yours faithfully

Jeremy Barker
(Head of Football)



Skipton Girls' High School Students Code of Conduct Educational visits.

Organising staff will make every effort to ensure that each trip is an enjoyable and memorable occasion. However, pupils must appreciate that Health and Safety and Welfare issues are of overriding importance and therefore that they must observe these basic guidelines:

- Attend all pre visit meetings. Listen carefully to information about arrangement and follow instructions. If you are unclear about anything you will have been asked to do ask a member of staff – do not leave arrangements to chance
- Be punctual in meeting departure times and other deadlines and follow instructions carefully. Attend all meetings and organized meals
- Stay with the SGHS group at all times unless you are given permission to leave by the group leader
- Be considerate of others especially over issues such as noise and tidiness
- If there is an occasion when you are allowed free time you must:

Remain in groups of no less than 3

Make yourself aware of the location of supervising staff

Stay within the area outlined by the Group Leader

Under no circumstances buy tobacco, alcohol, abusive substances, or if abroad any goods which contravene British import regulations (staff will give details)

- If you feel unwell or experience any kind of problem, speak to a member of staff straight away
- Take full notice of any Transport Company rules and regulations particularly when vehicles are moving
- Dispose of litter considerately
- The use of tobacco or alcohol is not allowed on any school visit.
- Any involvement in any type of drug is totally forbidden and will have serious consequences
- Overnight accommodation. When you arrive at a centre make sure that you familiarize yourself with the following:

Location of staff rooms

Arrangements for emergency evacuation

Arrangements for cleaning and disposal of litter

The group's arrangements regarding out of bounds, permission to leave and visiting each other's rooms. A record of student behaviour will be kept.

*names need to confirm

Zoya Siddique

Haleema Riaz

Sahar Shahzad

Ella Parker

Molly Mcdonald

Leah Saunders

Scarlett Guise

Felicity Windle

Katie Tutty

Bridget Longrigg

Olivia Garrett

Gemma Bristow

Rose Tempest*

Emma Charlton

Amber Gaunt*

Sophie Wolstenholme

Grace Mills

Rebecca Town

Anisa Alavi

Darcey Burrell

Neve Tennant

Sacha Crabtree*

Isabel Cook*

Serene Jacob*

Abigaoil Hutchinson*