



06 January 2016

Dear Parent/Guardian

**KS4 History trip to WW1 Battlefields,
Tuesday 1st March to Wednesday 3rd March 2016 – Years 10 and 11**

To support our post-World War One topic work I am proposing to take a group of 45 boys to visit the area of the WW1 Battlefields in Belgium for three days in March. The trip was open to Year 11 in the first instance and 20 places remain so to ensure a place a speedy response is suggested.

The trip will include visits to the Hill 62 Sanctuary Wood Museum and the Menin Gate Last Post Ceremony. Travel will be by coach and cross channel ferry between Dover and Calais and full board and accommodation will be provided.

The total cost of the trip will be £320.00 per student. A deposit of £100.00 will be required by Monday 11th January with the second instalment of £100 being due 29th January 2016. The balance of £120.00 will be due Wednesday 24th February.

Please note that both a valid Passport and a European Health Insurance Card will be required for this visit. Copies of both should be provided along with the attached Consent and Indemnity form by Friday 15th January. Please return via the safe at Reception in an envelope marked FAO Mrs Singleton.

There are 45 places available for this trip and receipt of the deposit will be taken to mean you wish to take up a place on the trip. However in the event that the trip is oversubscribed, names will be drawn randomly and those pupils who are unsuccessful will be placed on a reserve list and their deposits refunded. Parents/Guardians who may find it difficult to meet the deadline for payment of the deposit should contact the Finance Office on ext 260.

Places available:....45.....

Deadline for deposit payment: 11/01/2016

PAYMENTS:

Please pay online via: www.scopay.com. If you need a link code please email amh@bws.wilts.sch.uk (link codes are only needed for online account set up)

Your son will be covered by the school's insurance during this trip; a copy of which is available on the school website. Please ensure that we have current emergency contact details and details of any medical conditions and that your son takes all necessary medication with him on this trip.

Yours faithfully

Miss V Brennan
Head of History
vab@bws.wilts.sch.uk

BWS - EDUCATIONAL VISIT & ACTIVITY PARENTAL CONSENT & INDEMNITY FORM 4

*This form is only required for **Overnight Visits**. When completed by parents of SWGS girls who are attending BWS-led joint visits, the word 'son' shall be deemed to mean 'daughter'.*

NAME OF TRIP			
DATE OF TRIP			
FULL NAME OF CHILD		TUTOR GROUP	

Details of Journey/Visit:

Journey/visit to

From	1 st March 2016	To 3 rd March 2016

I agree to my son taking part in the above trip. I have read the information sheet attached and agree to him participating in all of the activities described.

I acknowledge the need for my son to behave responsibly and to obey instructions given by staff at all times and I agree to indemnify the School and/or staff against any uninsured loss or expenses incurred as result of my son's misconduct or gross negligence, or reasonably incurred on behalf of my son during the trip.

MEDICAL INFORMATION

Does your son suffer from any conditions requiring medical treatment, including medication?

If yes, please give details:-

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Does your son have any other conditions which the staff should be aware of, such as bed wetting, severe homesickness or sleep walking?

If yes, please give details:-

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To the best of your knowledge, has your son been in contact with any contagious or infectious diseases or suffered from anything in the last four weeks that may become contagious or infectious?

If yes, please give details:-

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Has your son received a tetanus injection in the last five years?

If yes, please give date:-

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Is your son allergic to any medication?

If yes, please give details:-

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Please outline any special dietary requirements or food allergies of your son:-

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I agree for my son to be given the following medication if required:

Paracetamol	Yes	No	
Ibuprofen	Yes	No	
Imodium	Yes	No	
Rehydration sachet	Yes	No	

DECLARATION

I undertake to inform the Head Master as soon as possible of any change in medical circumstances between the date signed and the commencement of the journey.

I agree to my son receiving such emergency medical treatment, including :-

Anaesthetic as considered necessary by the medical authorities present.

Yes	No
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If the trip/activity is to be covered by the Schools' policy, a summary of cover is available from www.bws-school.org.uk under Parent Portal / Useful Documents. On the occasions that the cover is provided by a third party organisation, a copy of the insurance cover provided will be made available by the trip leader.

I understand the extent and limitations of the insurance cover provided

Yes	No
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CONTACT INFORMATION FOR THE PERIOD OF THE TRIP/ACTIVITY

Home Address	
Work Telephone No.	
Home Telephone No.	
Email address	

Please provide an alternative contact if you are not available

Name		Relationship	
Telephone No.			
Address			

Signed by
PARENT/GUARDIAN

Please Print Name		Date	
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**Please return to Mrs B Singleton, School Administrator
Bishop Wordsworth's School, Exeter Street, Salisbury SP1 2ED**

A copy of this form will be taken by the leader of any offsite trip or activity.