



17 March 2023

Dear Parent/Guardian

### **Tower of London – Tuesday 02 May 2023**

All of Year 8 have the opportunity to take part in an educational and enrichment trip to the Tower of London on Tuesday 02 May 2023.

As part of our History course, students have been studying the Tudor dynasty and looking at the development of the Royal Family in England.

We will be spending the whole day at the Tower of London.

The students will meet in the main hall at **8:45** on Tuesday 02 May to register and for a prompt departure.

In order to be able to run this trip, we are asking for a voluntary contribution of **£17.25** per student which is payable through **ParentPay**. This will cover the cost of the coach and the sessions led by the Tower of London. We may be able to provide financial assistance for those students who are registered for the Student Premium. Should the financial contribution create any problems, please contact me. Please note that if there are insufficient contributions to cover the cost of this activity, there may be no alternative but to cancel. *Payment should only be made if you agree with the conditions set out in the Parent Agreement below and is non refundable.*

**For this trip the Payment /Consent deadline is Sunday 23 April 2023.**

#### **Parent Agreement**

I have read the information letter regarding the above-named trip and agree to my child participating.

I understand that I am responsible for ensuring:

- That my child arrives for departure on time and for making arrangements for them to get home on our return.
- **Staff have up to date and accurate contact and medical details at the time of departure, and all relevant medication. Please email [meceoffice@maidenerleghtrust.org](mailto:meceoffice@maidenerleghtrust.org) if your child's medical information has changed.**
- My child has appropriate clothing and food for the trip.
- I also understand that it is my child's responsibility to make up for any missed classes (5 periods) or homework and to do so at an appropriate standard. I will support them to do this.
- If your child requires any medication e.g. an inhaler this must be brought on the trip, or your child will not be allowed on the trip.

**Should your child's medical circumstances change, it is your duty to inform the school in writing as soon as possible and before the day of departure.**

We will travel by Coach to the Tower of London and explore the range of exhibitions at the Tower. We will be listening to sessions about the different prisoners who have lived at the Tower as well as learning about the importance of the Tower during the Tudor period.

Students will need water, a packed lunch, and snacks for the day. If they usually get Free School Meals, a packed lunch will be provided on the day of the trip. The dress code will be school uniform but please consider the potential weather conditions for the day. During wet weather appropriate clothing will be needed. School rules will apply regarding make up and jewellery. The students will **not** be allowed to use their mobile phones during the day except in case of emergency to ring the school's mobile phone held by one of the staff. Once again, the advice is not to bring expensive equipment e.g. MP3 players, as the safety of the items cannot be guaranteed. Also they will not be covered by the school's insurance policy.

There will be time where your son/daughter will be allowed to explore the exhibitions. This will mean that they will be remotely supervised by the accompanying staff. We will issue them with a mobile phone number, a map and require them to report to a rendezvous point at regular one and a half hourly intervals. The students will meet up at the Tower of London entrance for a final register and will return to Maiden Erlegh Chiltern Edge at around **16:30**. Should this be any later, we will ask the students to contact you by phone.

***Please note that representing the school on a trip, fixture or at an event is a privilege and we reserve the right to withdraw that privilege for students who are persistently late to school or lessons, do not follow our uniform or behaviour policies or bring the school into disrepute in any way.***

Please address any questions regarding this trip to me through the school reception. If you have any queries regarding ParentPay, please email [mecefinance@maidenerleghtrust.org](mailto:mecefinance@maidenerleghtrust.org)

Thank you in advance for your support.

Yours sincerely



Leah Shepherd  
History Teacher

## **Key Information:**

Visit to:	<b>Tower of London</b>
Trip leader:	<b>Leah Shepherd</b>
Year group and subject:	<b>Year 8, History</b>
Date:	<b>Tuesday 02 May 2023</b>
Meeting place and time:	<b>8:45 in the Main Hall</b>
Departure time:	<b>9:00 prompt</b>
Anticipated return time:	<b>16:30</b>
Transport:	<b>Coach</b>
Dress code:	<b>School uniform</b>
Food and Drink:	<b>Packed lunch</b>
Deadline for Payment:	<b>Sunday 23 April 2023</b>