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WOODFIELD
ACADEMY

Headteacher: Mr. S. Bond

25th September 2017

Dear Parents/Carers

Year 8 Trip to Houses of Parliament

I am pleased to inform you that we have been given the opportunity to experience a trip to the Houses of Parliament. Year 8 spend a great deal of their Personal, Social and Health Education focussed on Citizenship, specifically Laws and Punishment. We are planning to attend the 'Laws & Debating' Tour and Workshop during the day which will be delivered by Parliament's Education Service. The tour may include: House of Commons or House of Lords Chambers, a visit to the public gallery to observe MPs or Lords working, Westminster Hall and the Central Lobby as well as the proposed workshop.

We will leave at 7:30am on Thursday 12th October and will leave London at 3:00pm that afternoon. Pupils will hopefully be back at school by 6:30pm depending on traffic. The cost of the trip will be **£12.50**. The preferred payment method is online via 'ParentPay' which can be accessed via our school website. Alternatively, you can pay by cheque made payable to 'Woodfield Academy' or cash returned in a sealed envelope clearly labelled with your child's name, their class and the trip name, then placed in the black money box by the school offices.

Unfortunately due to the tours being in such high demand I am only able to secure 60 places, and as such the trip will be allocated on a 'first come first serve' basis. Please secure your place by paying for the trip no later than Friday 29th September.

We ask that pupils bring a packed lunch as well as snacks and drinks (pupils eligible for free school meals will receive a packed lunch and drink). Pupils will be expected to be in full school uniform for the day; they will also need to bring a waterproof coat. Mobile phones and other handheld devices are **not permitted**.

As with any visits of this type, we have the right to refuse attendance on the grounds of health and safety as well as behaviour.

Yours sincerely

Miss B Doidge
Head of PSHE (Trip Leader)

Pupil's Name Class

- I enclose payment of £12.50 I have paid £12.50 online via ParentPay
- I will make arrangements to collect my child at 6.30pm I give my child permission to walk home
- Please tick this box if your son/daughter is eligible for Free School Meals

Signed Date