



Tuesday, 6th February 2018

Dear Parents and Carers,

Year 3 World Museum Trip, Liverpool

I am writing to tell you about an exciting forthcoming educational trip on Friday, 23rd March. The venue for this visit is the World Museum, Liverpool. The aim of this visit is to complement the pupils' studies in History. The trip includes workshops entitled 'Discover Ancient Egypt' and 'Meet the Mummy', as well as an opportunity to tour the museum.

The coach will leave school at 08:45. We will be back at school by 15:40. The party will number fifty-one pupils. I will be leading and supervising the visit with assistance from Miss Pearson, Miss Iqbal and Mrs Robertson and six additional adult helpers.

The pupils will be led by qualified staff at the museum. The risks associated with the visit have been assessed in accordance with school policy with additional assessments by the museum. During the visit normal school rules regarding acceptable conduct and behaviour will apply. The pupils are asked to wear their normal school uniform, as it is an educational outing and they are representing the school.

I will be taking the school's mobile phone (07957 700023) with me for use in case of an emergency. Mr Barrand will act as the emergency contact at school and can be contacted on 01254 686300.

A charge of approximately £13.00 is required to cover the cost of the visit. The cost will cover the coach hire and museum entry for two workshops. This will be available for you to view and pay via your Scopay account in due course. A school packed meal will be provided; I would advise your son/daughter to bring a bottle of water. Your son/ daughter may also bring a suitable healthy snack for a mid- morning break. The children should not bring any other food or drink.

I would like to take this opportunity to ask for your support as a volunteer to accompany us on this trip. Please indicate your availability on the attached reply slip. Please note that unfortunately it will not be possible for you to be placed with your child, should you wish to attend, as you will be attending in a supervisory role for all of the pupils in attendance.

In cases of hardship it may, under certain strict conditions, be possible for the school to subsidise the trip but this will mean that personal financial information would be required. If you wish to discuss this, please contact me as a matter of urgency.

Please return the attached consent form to me via your son/daughter no later than Thursday, 8th February.

Yours sincerely,

A handwritten signature in black ink that reads 'H Singleton'.

Miss H Singleton
Year 3 Form Teacher
hsingleton@qegsblackburn.com



Please detach, complete and return this form to Miss Singleton by Thursday, 8th February.

I consent to:

- my son/daughter participating in the visit to the World Museum, Liverpool on Friday, 23rd March.
- and the charge of approximately £13.00 being added to our Scopay account.

I am able/unable (delete as appropriate) to accompany the trip as a volunteer.

Pupil's name:.....Pupil's form:

Name (parent/carer).....

Signature (parent/carer).....