

25 October 2017

Dear Parent/Carer

Your son or daughter has recently agreed in principle to take part in the Engineering Education scheme. This is a prestigious scheme that is well looked upon by universities and assists with offers to undergraduate courses, especially engineering courses. It will involve working with an engineer from Lubrizol to solve a genuine engineering problem they have at their workplace in Duffield. Students will therefore need to undertake the following tasks:

1. Event : Visit the Lubrizol factory at Duffield on Tuesday 31 October 2017. They will be leaving school at 8.45am and returning at approximately 1.00pm. They will need to take a packed lunch with them and also be required to wear sturdy shoes.
2. Staying after school to work on the project. This will be approximately 90 minutes after school every Monday until March.
3. Event : Attending a residential event at Loughborough University on Tuesday 16 – Wednesday 17 January 2018. Students will be taken to and from the university and will sleep overnight in university accommodation.
4. Producing a written report of their project by 29 March 2018.
5. Event : Presenting their project at Cranmore Park to a team of engineers on 4 May 2018. They will again be taken to this event and returned to school.

**As event 1 is at very short notice we must ask you to send permission for your son/daughter to attend by emailing me at [acouttsmith1@heanorgate.derbyshire.sch.uk](mailto:acouttsmith1@heanorgate.derbyshire.sch.uk).**

Further details of events 3 and 5 will be produced in writing nearer the time but you can mark them on the calendar as the dates are fixed. Unfortunately this scheme is rather expensive; registration alone costing £360 without including transport or material costs. For this reason we must ask for a cost of £75 as a partial contribution towards the cost of the scheme or we are not able to take part. This will need to be paid by ParentPay with the attached permission slip returned by the end of October.

If you have any queries please do not hesitate to contact me, either by telephone or directly by the email above.

Yours sincerely



Mr A Coutts

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### Reply Slip – Mr A Coutts

Please return to reception by the end of October.

Student's name \_\_\_\_\_ RG \_\_\_\_\_

I give permission for my child above to take part in the **Engineering Education Scheme** as outlined above.

I have made payment of £75 on ParentPay  OR I enclose a cheque for £75

Signed \_\_\_\_\_ Date \_\_\_\_\_