

September 2017

Dear Parent/Carer

As part of your child's GCSE Geography course they will be participating in some fieldwork activities in Nottingham city centre.

The trip will take place on Thursday 2 November 2017. We will be leaving school at 9.00am and will be travelling to Nottingham by coach.

During the day students will be expected to carry out a number of tasks in order to investigate the changes that have taken place in Nottingham city centre and how this has impacted upon the environment, as well as local people. These tasks will be carried out with remote supervision, which means that your child will be working with a small group of students. They will know where a member of staff is and will also have a contact phone number and will meet at regular intervals.

Students will need to wear their school uniform and will require a packed lunch or money to buy lunch from somewhere in the city centre. We will return to school by the end of the school day. **Please be aware that we have students who may be participating in this trip who have a serious nut allergy. Please avoid giving your son/daughter bagged nuts or products with a nut content, as even the smell can cause these students anxiety.** If your child is entitled to free school meals and requires a packed lunch on the day, please tick the relevant box on the attached form.

The cost of this trip is £5.50 per student. Our preferred method of payment is via ParentPay. If you wish to pay by cheque please complete and return the attached Parental Consent Form and send it, together with your payment, to reception by Monday 16 October 2017; ensuring your child's name and Tutor Group are written on the reverse. If you require a PayPoint barcode please contact the school as soon as possible.

Please do not hesitate to contact your child's geography teacher or me if have any questions.

Yours sincerely

Miss C Meakin
Teacher of Geography



**HEANOR GATE SCIENCE COLLEGE
TRIP CONSENT, CONTACT
AND MEDICAL FORM**



Please complete and return to Student Reception

PLEASE COMPLETE ALL SECTIONS

Student's name				RG	
Trip / Visit to	GCSE Geography trip to Nottingham city centre				
Cost	£5.50	Cheque	<input type="checkbox"/>	ParentPay →	<i>If you pay via ParentPay you do not need to complete this form</i>
Date(s) From	Thursday 2 November 2017		Teacher in charge	Mrs C Harris	
Times	Leaving school at 9.00am, returning at 2.55pm		My child is entitled to free school meals and I would like to request a packed lunch		

Please mark with ✓ if appropriate :

Student Contact Details

Home address			
Contact telephone numbers (for the duration of the visit / trip)			
Name		Home	
Mobile		Work	
Email			

Alternative contact	Relationship to student:		
Address			
Name		Home	
Mobile		Work	

Medical Information

Name of doctor		Tel no	
Address of surgery			

Please mark with X if appropriate :

My child does not suffer from any medical condition requiring regular treatment.	<input type="checkbox"/>
---	--------------------------

My child suffers from (e.g. asthma)			
and has been prescribed the following medication	Name of medication	Dose	Frequency

NB: if your child is on a residential visit, please ensure you include information relevant to night-time needs

My child also uses the following over-	Name of medication	Dose	Frequency

the-counter medication			

My child has an allergy to the following	Allergic to	Type of reaction

Please delete as appropriate

I would like to discuss my child's medical condition with trip leader	YES NO
My child has an up to date tetanus injection	YES NO
I am willing for my child to be given "over-the-counter medication" by staff e.g. paracetamol, throat lozenges, insect bite antihistamine, travel sickness tablets and sun cream/aftersun if necessary	YES NO

Any medication required should be given to the teacher in charge, clearly marked (in its prescription container if applicable) with name and full instructions for use.

Inhalers and "Epipens" may be kept by the student with spares given to the teacher in charge.

I give authorisation for my child to keep an inhaler with them and use it as required <i>(Please delete as applicable)</i>	YES NO
---	--------

Dietary Information

Does your child have any special dietary requirements e.g. vegetarian, kosher, allergies <i>(If Yes, please give details)</i>	YES NO

Additional Information

Please include any additional information as required

Photography/Video - Please tick the box if you DO NOT give permission for your child to be photographed and/or videoed for use in any school publicity material including parent magazine and the school website.	
---	--

Declaration by Parent/Carer (or student if over 18)

1. I agree to my child attending this trip/visit/activity
2. I have read and completed this form and to the best of my knowledge the details given are true and accurate.
3. I agree to my child receiving medication as instructed and any emergency dental, medical or surgical treatment, including anaesthetic or blood transfusion, as considered necessary by the medical authorities present.
4. I will inform the teacher in charge as soon as possible of any changes in the medical or other details between now and the commencement of the visit/trip.

Signature		Date	
Print name			