



WEST SUSSEX COUNTY COUNCIL

IMBERHORNE SCHOOL

Participation Achievement Support Success

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Ref: RJE/ DA

1st November 2011

Dear Parents(s)/ Guardian(s)

Ref: Years 12 and 13, Victoria & Albert Museum, London, Tuesday 29th November 2011

As part of the A 'Level Product & Design syllabus, the Technology Department are organising a trip on **Tuesday 29th November** to visit the **Victoria & Albert Museum in London**. We will be travelling to London by coach, departing from the Imberhorne Lane site at **09.00am** promptly and arriving back to school by approximately **3pm**.

The cost of the trip is **£17.50** which includes travel costs, insurance, and an **optional donation of £1.00**; please see below for more details regarding this donation. Students will also need to bring their own refreshments and packed lunch.

Students, currently undertaking the Product & Design course, will find this visit invaluable as they will have the opportunity to explore the issues of Post-Modernist design in more depth.

Photographs of students on this trip may be used for display and publicity. If you do not wish photos to be used, please contact me.

If you would like your son/daughter to attend, please complete and return the consent slip below, together with a cheque for the full amount made payable to Imberhorne School . Please remember to write your son's/daughter's name, year group and the trip title on the reverse of your cheque **and on the envelope**. Please address your envelope to Mrs J Botting, Finance Officer at Imberhorne Lane.

*Please note that for this academic year the governors are requesting an additional 'donation' of **£1.00** within the cost of any school trips towards the school's Sports Hall fund. This sum is therefore already included in the total cost of the trip; if you do not wish to make the donation please reduce your payment by £1.00. If you wish to 'gift aid' the payment please sign on the reply slip to confirm this.*

Please also ensure your son/daughter has any medication that they may need, clearly labelled, and that this is given to a member of staff prior to the trip commencing.

Yours faithfully

Mr R Jeffs
Teacher of Technology

cc Mrs J Botting

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Specialist Schools
and Academies Trust
EXCELLENCE AND DIVERSITY





Years 12 and 13, Victoria & Albert Museum, London, Tuesday 29th Nov 2011 -RJE

I give permission for my son/daughter Name _____ Form _____
to visit the **Victoria & Albert Museum, London**. I enclose cash/a cheque for **£17.50** made payable to Imberhorne School.

I understand that, while the school staff in charge of the party will take all reasonable care of the students, unless they are negligent they cannot be held responsible for any loss, damage or injury suffered by my son/daughter arising out of the visit. I have also ensured that my son/daughter has any medication that they may need, clearly labelled so it can be given to a member of staff prior to the trip commencing.

If your son/daughter has any medical conditions please outline in the space below.

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.....

Please provide two contact numbers that can be used in case of an emergency:

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Signed (parent/guardian) **Date**

Imberhorne Sports Hall fund

I would like my **£1.00** donation to Imberhorne School to be gift aided.

I confirm I am a registered tax payer to the UK

Signed Date

Post code