

Dear Parent/Carer

Re: School trip to EngVentures at EngFest (Institution of Engineering and Technology)

Location: IET London: Savoy Place

Date: 17 October 2017

I am writing to let you know that your child has been selected to visit the IET event "EngFest", we will be attending the KS3 designed activity which will include workshops, talks and interactive exhibitions around exciting engineering and technology based careers.

There is no cost for this trip, but students will be required to catch public transport to the event so will need their topped up Oyster cards on the day. Unfortunately, any students without their Oyster card on the day will not be permitted to attend. We will leave school at 8:30 to arrive at the event for registration by 10am. Pupils are required to bring a packed lunch and are required to wear full uniform on the day. The event finishes at 16:35 and students will make their way back to school and will be dismissed from school.

Students wishing to take part in the visit will be expected, as a representative of the school, to behave in an exemplary manner.

Please return your reply slip to the school no later than 29th September 2017.

Reply Slip

School trip to EngVentures at EngFest (Institution of Engineering and Technology)

Location: IET London: Savoy Place

Date: 17 October 2017

Name of pupil: _____ Form/Tutor: _____

I give permission for my son/daughter to take part in this trip. I understand that whilst all reasonable and professional care will be taken, school visits do include some risk. I understand the expectations about the student behaviour prior to the trip.

Should the necessity arise, I agree to the person in charge of the party giving consent on my behalf for any urgent medical treatment to be given, including anaesthetic, as advised by a member of the medical professions.

I understand that my child will have to have a topped up Oyster card for the trip.

I will provide a packed lunch for my child

My child is on free school meals so will need a packed lunch provided by the school

As the event is a public show and open to members of other schools and organisations, the event will be filmed and photos will be taken. I hereby give consent to this.

Signed (Parent/Guardian): _____ Date: _____