



HECKMONDWIKE GRAMMAR SCHOOL

JLD/SMF

14 February 2018

Dear Parent / Guardian

RE: Business Studies Trip to London

We are offering the opportunity for your child to visit London. The trip will take place on Wednesday 27 and Thursday 28 June.

The cost of the trip is approximately £250, which includes transport (return coach travel and use of the coach in London), accommodation and breakfast, insurance and the full programme of visits and entrance fees with guides where appropriate (including the Bank of England, Chelsea Football Club, London Eye, Madame Tussauds, The Tate Modern and evening meal at Planet Hollywood). Students will be responsible for all other meals.

We will depart on the morning of Wednesday 27 June and return on the evening of Thursday 28 June. Final times will be issued prior to departure.

There are only 70 places available on this trip. Students will be accompanied by seven members of staff. If you would like to book a place for your child, please return the attached slip with a £50.00 deposit as soon as possible. Please make cheques payable to Heckmondwike Grammar School. Please mark the envelope clearly to **Mrs Doran, Business Studies Department**.

When collecting monies for school trips, the cost of the trip usually includes a contingency to cover actual costs.

Heckmondwike Grammar School, High Street, Heckmondwike, West Yorkshire, WF16 0AH
Tel: 01924 402202 | Fax: 01924 418318 | Email: office@heckgrammar.co.uk | www.heckgrammar.co.uk

Headteacher: Mr N D Bulley

Heckmondwike Grammar School Academy Trust is a charitable company limited by guarantee, registered in England and Wales with company number 7348329. Registered office address as above.

If, after meeting all the costs of a trip, the individual trip account is in surplus and this amounts to £5.00 per student or more, then the surplus will be shared out and

returned to the parent(s)/guardian(s) of those students who originally contributed to the cost of the trip.

Where an individual trip account is in surplus but the surplus amounts to less than £5.00 per student, then the surplus will be retained by the Academy to be used for the benefit of pupils in any of the following ways:

To provide individual pupils with financial support for a school trip where, because of financial hardship, the pupil would otherwise not be able to attend;

To make a general financial contribution to the cost of the same trip in future years;

To make a financial contribution to the cost of running other trips in future years.

The cost of the trip includes insurance through a school policy, further details of which can be provided upon request.

We would like to stress that we have very high expectations of student's behaviour at all times. In the unlikely event that any student's conduct is unsatisfactory it may be necessary to ask parents to make early return travel arrangements at their own expense.

We expect this trip to be very popular and may be oversubscribed; if that is the case we will allocate places by drawing names out of a hat.

If you require any further information, please do not hesitate to contact me at school.

Yours sincerely

Mrs Doran

Business Studies Department

Please return to Mrs Doran, Business Studies Department

Name of child..... Form.....

I give permission for my child to go on the Business Studies trip to London on 27/28 June 2018. I have enclosed a deposit of £50.00

Signed.....Parent/Guardian Date.....