



HECKMONDWIKE GRAMMAR SCHOOL

MLJ/JDN

22 March 2024

Dear Parent/Carer,

Year 12 University Open Day Trip to University of Leeds - Friday 14 June

We have arranged for our Year 12 students to have the opportunity to travel to University of Leeds to attend their Open Day. There are a number of sessions that students will be able to attend including university life and top tips, subject talks, drop-in sessions, taster lectures and tours of key parts of the university. The aim is to help your child develop an understanding of university life and to support them in deciding if this is the route they would like to follow. We would highly recommend that your child attends this Open Day, **even if** they do not want to attend Leeds as an institution or do not currently want to attend university.

We feel by opening themselves up to a range of Post 18 experiences it will help provide students with the facts before deciding on their preferred route after leaving Heckmondwike Grammar School Sixth Form. To find out more what your child will be doing on the trip, please visit the website below and look at what 2023 had to offer: <https://www.leeds.ac.uk/undergraduate-open-days/doc/whats-on-open-days>
[2198 UGOD2023 Guide v1.pdf](#)

The visit is on Friday 14th June. We will travel by hired coach to Leeds University, leaving school at approximately 8.30am. We shall be setting off back from Leeds University at approximately 2.30pm and therefore expect to return to school at approximately 3.15pm, traffic depending. Students have the option of using the coach organised by school or making their own way in either direction. You will need to inform the school of your child's preference and pay the amount needed for that decision.

For students who book the coach to Leeds we will expect them to be at school by 8.15am. All students will need to meet at the end of the visit at 2.15pm. Those who have permission to make their own way home will be dismissed and those who have booked on the coach back to Heckmondwike will leave at around 2.30pm.

Students will be given the opportunity to explore Leeds University without a teacher being present (as they will each want to see different things on the day). Students will be expected to stay in groups of a minimum of three. May I take this opportunity to remind parents that students are expected to display the very highest standards of behaviour and courtesy on all trips and visits.

If your child does not require transport to or from University of Leeds then there is no charge for this trip.

Students should bring a packed lunch and a bottle of water – along with any routine medication which they usually carry, for example inhalers. Alternatively, there will be opportunities to buy food around University of Leeds. If your child is eligible for Free School Meals a packed lunch can be provided please email finance@heckgrammar.co.uk for further details.

Under the School Governors' Charging and Remissions Policy, we request a contribution of £10.45 one-way or £21.90 return towards the cost of this activity. This includes travel and insurance. We must mention that without sufficient funding the trip will be unable to take place.

[Charging & Remissions Policy](#)

The total cost of the trip is to be paid on ParentPay by Friday 29th March. When you make payment via ParentPay you will be prompted to provide parental consent for your child to attend this trip and you will also be asked to input your contact /medical details directly into a confidential section of ParentPay. If your child wishes to attend but does not need transport, you are still required to you complete the consent/contact details form in ParentPay. This comes under the heading of "Pay For Other Items", even though you are not making a payment.

Once students have paid, they will be able to sign up with University of Leeds for sessions they would like to attend throughout the day. This will be available from 19th April. Students will need to book these early to avoid disappointment.

Unfortunately, our Risk Protection Assurance policy will not offer cover if a student is unable to attend due to having a positive Covid test, hence in such circumstances no refunds would be available.

The contact telephone number on the day will be **07714387802**.

If you have any further questions, please contact me at school mjervis@heckgrammar.co.uk

Yours faithfully,



M Jervis
Teacher of Business and Progression Leader