

St Edmund's Catholic Academy
To Love and Serve the Lord

Tel: 01902 558888 / Email: enquiries@stedmunds.org

Principal: Mrs M Hazeldine



Compton Park
Compton Road West
Wolverhampton
WV3 9DU

15th November 2018

Dear Parent/Carer,

Design & Technology: World of Harry Potter Education Trip
Wednesday 16th January 2019

There will be a day trip for GCSE & A Level DT and Engineering pupils to Harry Potter Studios. Studios will be able to get an insight in to the Design and Engineering behind the spectacle that is Harry Potter at the Warner Bros. Studio Tours in Watford. The pupils will need to be at the entrance of Student entrance no later than 7:45am. The coach will leave St Edmund's at 8:00am. Pupils will be back at school at around 8.00pm.

All pupils will be required to:

- Register outside the Student Entrance at 7:50am
- Bring a packed lunch and drinks
- Wear waterproof, warm clothing
- Any medication they may need (inhalers etc) clearly labelled and given to Mrs Devi

Please find attached Payment Information and Consent Form that gives information about the cost and payment terms. If you would like your son/daughter to attend, please complete the attached Consent Form indicating full payment of **£36.00 (non-refundable)** has been made via ParentPay and return by **Friday 30th November 2018**.

Yours sincerely

L Devi

Mrs L Devi
Curriculum Leader-Technology Faculty



/stedmundscatholicacademy



@stedmunds

Archdiocese of Birmingham

Bishop Cleary Catholic Multi Academy Company



part of Bishop Cleary Multi Academy Company, a company limited by guarantee
registered in England and Wales (company number 085784228)

Payment Information

Design & Technology: World of Harry Potter Education Trip

Wednesday 16th January 2019

The cost for the trip is £36.00. In the event of a student cancelling or withdrawing from the trip at late notice for any uninsurable reason, please note that we will be unable to refund any monies already paid for the trip and the remaining balance will still need to be paid in full. By paying the deposit for this trip, you are agreeing to the terms and conditions as stated in this letter and committing to making a full payment and attending the trip. If for any reason a student does need to cancel or withdraw from the trip, we will require as much notice as possible.

Payment for the visit may be made in the following way only:

ParentPay


The following can be paid via ParentPay online using your ParentPay account:

A total amount of **£36.00 (non-refundable)** must be paid by **Friday 30th November 2018**. If you need assistance with activating your ParentPay account online or need a reminder of your activation codes please contact the Finance Office.

All consent forms should go directly to the Finance Office via the Student Support Office clearly marked with the following details:

- Name of Child
- Tutor Group
- Reason for payment: Design & Technology: World of Harry Potter Education Trip

Please complete the attached Consent Form and return it to Mr Sohker in Technology Dept.



Consent Form

Design & Technology: World of Harry Potter Education Trip

Wednesday 16th January 2019

Student's Name

Tutor

- I would like my child to take part in the Design & Technology: World of Harry Potter Education Trip and have made the full payment of **£36.00 (which is non-refundable) via ParentPay.**
- I understand that the full amount of £36.00 needs to be paid, in full by **Friday 30th November 2018.**
- I consent to the administration of emergency medical treatment should it be deemed necessary by the staff accompanying the visit.
- Details of any medical problems/medication being taken

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Please notify school at a later date if this should change before date of Visit.

- Emergency Contact Number.....

Please notify school at a later date if this should change before date of Visit.

- Dietary Requirements.....

Please notify school at a later date if this should change before date of Visit.

Signed..... Parent/Guardian

PRINT NAME.....

I have made a Parent Pay payment of £.....on (insert Date)



