

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

5th April 2019

Dear Parent/Carer,

Y7 Black Country Living Museum
Friday 17th May 2019

There will be a day trip for Year 7 students to the Black Country Living Museum. It is a fantastic trip to complement the students' study of the Industrial Revolution and the Victorian era. The students will have the opportunity for a guided tour around the museum as well as the chance to participate in a Victorian lesson and go down the mines and see first-hand what a worker would have experienced.

**The coach will leave St Edmund's at 9.00am. Students will be back at school at 4pm.
Please make alternate arrangements for the journey home, as the school buses will have already departed.**

All students will be required to:

- Register in the dining hall at 8:40am
- Bring a packed lunch and drinks
- Wear their own clothes - this should include a waterproof, warm clothing and sensible shoes
- Any medication they may need (inhalers etc) clearly labelled and given to Miss Fradgley

There are limited places available for this trip, so it will be on a 'first come first served' basis.

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 **£17.00** has been made via ParentPay and return by **Friday 12 April 2019**.

Yours sincerely,

Miss L Fradgley
Teacher of History



/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

Y7 Black Country Living Museum

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The cost for the trip is [£17.00]. 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 **£17.00 (non-refundable)** must be paid by **Friday 12 April 2019**. 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 ie:- (put the name of your activity/trip/resources eg:- [Black Country Living Museum])

Please complete the attached Consent Form and return it to Student Support



To be returned to Student Support Office, St Edmund's Catholic Academy by Friday 12 April 2019 (*LF)

Consent Form

Y7 Black Country Living Museum

Friday 17th May 2019

Student's Name

Tutor

- I would like my child to take part in the [Black Country Museum trip] and have made the full payment of **£17.00 (which is non-refundable) via ParentPay.**
- I understand that the full amount of [£17.00] needs to be paid, in full by **Friday 12 April 2019.**
- 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)

I/we will make alternate arrangements for the journey home, as the school buses will have already departed.



