

11th January 2022

Dear Parent/ Carer

We are delighted to be able to offer your son/daughter the opportunity to visit London for our whole Year 7 cohort Creativity Day. The following day is the first day of the holidays, so this will be an enriching and educational way to lead into the February half term break.

The plan for the day:

- Students will come to school at the normal time and register.
- Coaches will leave for London after registration.
- Students will be in groups of 12, each with an allocated member of staff. These groups will be assigned in advance, guided by the Year 7 staff team.
- We will visit the Science Museum in the morning.
- We will eat our packed lunches at the Science Museum.
- We will take a 1 hour sightseeing walk through London (walking past Harrods, Buckingham Palace, The Mall, Trafalgar Square)
- We will watch the 3pm performance of West End musical 'Mama Mia' at the Novello Theatre.
- The coach will bring us back to school by 7.30pm

<b>When?</b>	Thursday 17th February 2022
<b>Where?</b>	London: Science Museum; walking through London; Novello Theatre
<b>Leaving school at:</b>	Please come to school at normal time. Students will register before getting on the coaches.
<b>To be collected from school at:</b>	7.30pm
<b>School uniform:</b>	Non-school uniform - but appropriate clothing for a school visit. Trainers or sensible shoes for walking in. Waterproof coat. Warm clothing.
<b>Food:</b>	Packed lunch, including a drink, to eat at the Science Museum. Substantial snack/drink/extra sandwiches to eat in the interval at the theatre <i>(due to the late arrival time back at school - no eating allowed on the coach)</i> Treats for the theatre <i>(optional, but many theatres now have a card only policy so students may not be able to purchase treats at the venue, and they're expensive!)</i>
<b>Cost:</b>	<b>£34.25</b>
<b>Consent</b>	<b>Consent for this trip should be given on SCOPAY</b> <i>(we are no longer using hard copies - Thank you)</i>

In order for this trip to take place, we are requesting a voluntary contribution of **£34.25**. The tickets have been subsidised by the PTA. The PTA are actively looking for new committee members particularly from year 7 and 8 parents as several of the current committee's children will be leaving the school at the end of this academic year. Their next meeting will be on Monday, 17th Jan, 7.30pm, via Zoom. All parents are warmly invited and the Zoom link will be emailed beforehand.

As per our Charging and Remissions Policy, this trip will only be able to go ahead if we are able to cover the costs of this trip through voluntary contributions. If your child is entitled to the Pupil Premium Grant their contribution can be covered. All students in Year 7 have a place reserved on this visit. Along with payment, please complete the consent form via SCOPAY as detailed below.

*Methods of payment and consent are as follows:*

- Please pay by credit or debit card via the school website or the SCOPAY app. **You will also give consent for the trip here**
- To do this you should go to <http://langtreeschool.com> and click on the SCOPAY icon on the front page. If you don't have your pupil link code contact finance who can give you the code. Alternatively you can download the app from your app store once you have an account set up
- **You will be asked to give consent for your child to attend the trip on SCOPAY before you make the payment.** Please add in your emergency contact details for the day of the trip and any allergies/medical needs, in the comments / optional note text box
- If your child is entitled to Free School Meals and your contribution towards the trip is being covered by the Pupil Premium Grant please still log in to SCOPAY to give your consent and select the FSM lunch option if required
- If you have any queries or difficulties with payment, please contact the finance office at: [finance@langtreeschool.com](mailto:finance@langtreeschool.com)

As you may well be aware, the school has a twitter account which we use to provide updates to parents of all residential trips out of school. Please follow us @head4094 to receive important news bulletins from the trip leaders via twitter. Updates will also be posted on the school website.

Registering your child on this trip represents a commitment that they will take part in this trip. Trips require extensive planning, organisation and careful costing based on the number of students participating. It is not therefore possible for students to withdraw from a trip having previously made a commitment to take part. All monies paid are on a non refundable basis as long as the trip goes ahead. The full balance of the trip must be paid prior to the trip taking place.

The school reserves the right to withdraw students from a trip when there are concerns about behaviour, attendance or attitude. The full balance of the trip must be paid prior to the trip taking place. If booking a place on this trip please take a moment with your child to go to our website and look at our [Code of Conduct](#) for trips and visits. Booking a place on this trip implies agreement with this document.

All trips and visits involving students from Langtree School are always planned and risk assessed extremely carefully, in order to ensure the highest level of safety for our students as we possibly can.

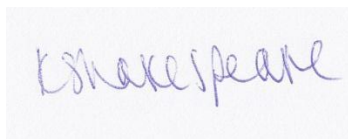
**Covid safety:** If attending this trip, we advise that one of your child's twice weekly Lateral Flow tests is taken on the day of the trip. In addition, in line with current guidelines from the Science Museum and Novello Theatre, students are strongly recommended to wear masks when inside these buildings and during the performance.

While we will continue to offer learning in 'the outdoor classroom' as we always have done so at Langtree, I would want to assure parents that we have reviewed all of our arrangements accordingly and that we will do everything in our control to ensure that all students participating on a trip can do so with a sense of safety, confidence and enjoyment.

Yours faithfully



Gill Pimm  
Head of Drama



Kate Shakespeare  
Head of English

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**Please provide consent online when you log in to SCOPAY. If for any reason you are unable to supply consent this way please email [finance@langtreeschool.com](mailto:finance@langtreeschool.com)**