

September 2024

Headteacher - Patrick Earnshaw

Deputy Headteacher - Mathew Downs

Dear Parent/Guardians

We are delighted to be able to confirm our annual Art residential trip to Wales from Friday 28th March 2025 to Sunday 30th March 2025. This is an extraordinary opportunity for your child to be able to work with a range of professional artists experimenting with unusual materials and raising their artistic abilities in a stunning Arts Community. All the artwork produced this weekend will enhance students' GCSE portfolios.



<https://conwaycentres.co.uk/anglesey>

The cost of this trip will be £375 and will include: -

- Travel by private coach to and from Anglesey
- Meals
- Accommodation
- One Art workshop completed across three days

The coach will aim to leave from Highcliffe School at 8.15am on Friday 28th March - please arrive at school for 8am. The coach is due to return to Highcliffe School around 8pm on Sunday 30th March. We will ask students to make contact with you during the journey to confirm the time of arrival to Highcliffe School.

Essentials to bring:

Packed Lunch for the first day and money for snack/refreshment stops.
 Apron or old shirt/t-shirt
 Warm waterproof coat
 Warm, comfortable clothing
 Hat, scarf & gloves – it's January!
 Waterproof boots/shoes
 Indoor shoes/slippers
 Toiletries
 Medication (if applicable)
 Phone charger
 Water bottle

Suggestions as to what to bring: *

Camera
 Reading book / Magazine
 iPod & Headphones
 Pillow/small blanket for coach
 Motion sickness pills
 Wet wipes
 Evening entertainment: travel/card games

* Please note the school accepts no responsibility for mobile phones, cameras, music players or any other personal possessions and you should ensure these items are insured separately.



STUDENT NAME TUTOR

TO BE RETURNED TO MRS STOODLEY BY MONDAY 25th OCTOBER 2024

The Conway Centre,
Anglesey
Llanfairpwllgwyngyll
LL61 6DJ
01248 714501

Emily Stoodley

Trip Leader – 07976798858

All medicine with full instructions MUST be handed over to the group leaders on arrival at school Friday morning.

The trip is being offered on a first come, first served basis and is limited to 40 spaces. Payment can be made via WisePay. Please ensure the first non-refundable deposit is paid by **7th October 2024** for the school to pay the tour operator by the due date. Unfortunately, we will not be able to secure your child a place unless the first instalment is paid by this date. The remaining balance is payable by **2nd December 2023**.

The payment schedule is –

Date	Payment
07/10/24	£100 – non-refundable deposit
01/11/24	£100
01/12/24	£100
13/01/25	£75

Highcliffe School expects students will behave in an appropriate manner whilst on school trips. This includes:

- listening to and following all instructions from members of staff
- returning to base promptly at the given times
- behaving in a courteous and respectable manner
- remaining always in designated groups

Student poor behaviour and/or attendance could mean your child’s place on the trip is revoked. You may not be entitled to a refund.

If you would like your child to attend, please complete the attached medical consent form and return to Mrs Stoodley.

Yours faithfully

Emily Stoodley
Head of Art, Design and Technology



STUDENT NAME TUTOR

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PARENTAL CONSENT FORM (for children and young people under the age of 18)	
The purpose of this form is to obtain your consent for your child to take part in the proposed event.	
DATA PROTECTION	
Highcliffe School is a Data Controller for the purposes of the General Data Protection Regulation (2018). This Act regulates how we obtain, use and retain information about individuals. The information you supply is being collected for the purpose of gaining your consent. When you sign <u>or</u> complete this form, you are providing your consent to Highcliffe School holding your personal information for this purpose. This information is used only for the purposes for which it is given and is not passed on to a third party.	
DETAILS OF PROPOSED EVENT	
Event: YEAR 11 CONWAY TRIP	
Additional information: FRIDAY 28TH MARCH 2025 – SUNDAY 30TH MARCH 2025	
ACKNOWLEDGEMENT OF RISK	
This event poses additional risks to those encountered during a normal day. We have assessed those risks and believe that the planning undertaken and systems agreed to control and manage the risks have reduced the chance of harm to an acceptable level. To help with safety all participants are expected to behave in a responsible manner at all times during the event. They must take direction from any leader and follow all instructions or guidance given. Details of planning and risk assessment are available on request.	
STUDENT'S DETAILS	
Full name:	
Home address:	
MEDICAL / EMERGENCY CONTACT INFORMATION	
PRIMARY EMERGENCY CONTACT DETAILS	ALTERNATIVE EMERGENCY CONTACT DETAILS
Surname:	Surname:
Forename:	Forename:
Home address (inc postcode):	Home address (inc postcode):
Home telephone number:	Home telephone number:
Mobile telephone number:	Mobile telephone number:
Relationship to student:	Relationship to student:
GP name:	GP surgery address (inc postcode):
Surgery telephone number:	



STUDENT NAME TUTOR

TO BE RETURNED TO MRS STOODLEY BY MONDAY 25th OCTOBER 2024

STUDENT'S MEDICAL INFORMATION			
Please provide detail of all medical conditions and illnesses and any treatments required to maintain health. This information helps us to keep your child safe			
Asthma or bronchitis	YES / NO	Allergies to any known medication	YES / NO
Heart condition	YES / NO	Any other allergies, e.g. material, food, plasters	YES / NO
Fits, fainting or blackouts	YES / NO	Other illness or disability	YES / NO
Severe headaches	YES / NO	Travel sickness	YES / NO
Diabetes	YES / NO	Regular medication	YES / NO
If the answer to any of these questions is YES, please give details:			
TRIP PAYMENT			
All trip payments are to be made using the school's online WisePay facility			
I have paid using WisePay and my reference number is			YES / NO
CONSENT DECLARATION			
I have received full details of the event, am satisfied with the arrangements and give consent for my child to take part in the proposed event.			YES / NO
I give consent for him / her to receive emergency medical treatment, including anaesthetic, as considered necessary by any medical doctor present, should the need arise. I have provided detail of all medical conditions and illnesses and any treatments required to maintain health. I give consent for the members of staff to act 'en loco parentis' for the duration of the trip.			YES / NO
I give consent for my child to be photographed during the event and for these photographs to be used in school media.			YES / NO
Any other information that may affect the safety of my child or any other persons and/or the organisation of the event has been provided to the organiser.			YES / NO
COVID-19 GUIDANCE			
In the event that your child begins to show symptoms of Covid-19 or tests positive for Covid-19 prior to the trip date or on the morning of the trip you must inform the school in line with our school policy and accept your child may not be able to attend the trip and may still be charged. Please note that the venue you are travelling to may have their own policy regarding Covid-19 safety measures which your child will need to adhere to whilst on the school trip. The teacher will ensure that all students are aware of what these measures are before entering any venues.			
TRAVEL INSURANCE			
If you have any medical concerns that may impact on your child's ability to travel, please refer to our medical/travel insurance guidelines on the following link https://highcliffe.school/I/TravelInsurance			
Signature:	Print name:	Date:	