



Church of England School  
Head of School: Mrs N J Adamson MA NPQH

15<sup>th</sup> November 2018

Dear Parents/Carers,

### Poetry Live Event – Year 11

The English Faculty are pleased to offer your son/daughter the opportunity to attend a Poetry Live event at the **Apollo Victoria Theatre on Friday 1<sup>st</sup> February, 2019**. We will be travelling by public transport. We will be leaving at **9.15am from Ruislip Manor Station**. We have limited places on offer, and these will be given out on a first come, first served basis.

This event is an amazing opportunity for Year 11 students, as many of the poets featured in their GCSE Literature anthology will be present to offer insight into their poetry. A chief examiner will also speak to students about achieving success at GCSE English literature.

Students are required to wear full school uniform and should bring a packed lunch.

The trip is completely voluntary. However we believe that this will be a valuable addition to your child's school experience.

**The cost of this trip is £17.50.** This will cover the event itself. Please pay for this trip in one payment by **Monday 26<sup>th</sup> November**. Payment should be made via ParentPay and selecting '**Poetry Live – 2018/2019**'. We are unable to accept payments after this date. Unfortunately, if we do not receive sufficient interest we may not be able to go ahead with the trip and any monies received will be refunded. Should you have any concerns with respect to payment, please contact Mrs Hagon on 01895 671002, alternatively email [parentpay@bishopramseyschool.org](mailto:parentpay@bishopramseyschool.org).

Should maximum numbers be reached prior to 26<sup>th</sup> November, ParentPay will close for this item.

Please note that upon making your payment you are agreeing to the following terms and conditions associated with this trip:

Your permission is granted for your son/daughter;

- To attend the trip
- To be given a mild painkiller (eg. Paracetamol) if considered necessary by the party leader.
- To received medical treatment in an emergency situation if as parent/carer you cannot be contacted.



**Address:** Hume Way, Ruislip, Middlesex. HA4 8EE ∞ **Telephone:** 01895 639227 ∞ **Facsimile:** 01895 622429

**Email:** [office@bishopramseyschool.org](mailto:office@bishopramseyschool.org)

**Website:** [www.bishopramseyschool.org](http://www.bishopramseyschool.org)

You confirm;

- That your son/daughter's medical details are correct on the Parent Portal and will inform us of any changes to these details between now and the trip
- That you understand that if your son/daughter's behaviour in school is not acceptable then he/she may be withdrawn from the trip and any monies paid to date will not be refunded.

Students should bring with them any required medication; asthma inhalers, epipens, etc. Mobile phones and any other items of value can be taken but students do so at their own risk.

All students who travel as part of a group represent Bishop Ramsey School. Therefore the highest standards of behaviour and conduct are expected as a matter of course.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'M Calabrese', written in a cursive style.

**Ms M Calabrese**  
**KS4 English Coordinator**