2 October 2018

Dear Parents and Carers

**Updated information re Othello Trip**

The English Department has arranged for Year 13 and Year 12 A-Level English literature students to watch Othello at The Globe Theatre on Thursday 4 October at 2pm. We will be travelling by underground from Croxley station to Blackfriars station on the District line. Students are departing from School accompanied by their teachers and travelling outside of peak times. We will be departing at approximately 12.30pm. Students will need to pay for their own travel on the outward journey in addition to the cost. The return journey is by chartered coach and is covered in the cost of £31.

Students may wish to bring a small amount of money for refreshments.

This trip will be extremely beneficial to them in preparation for the written examination that they will be undertaking in June 2019/2020. Othello is not routinely performed in or around London. The play is part of the Tragedy component of their A Level Literature studies.

Payment can be made online via SCOPAY, or alternatively please place cash or cheques in a named envelope marked with ‘Othello Theatre Trip’ and hand in to the Bursars’ Office by Wednesday 3 October 2018 the very latest. Cheques to be made payable to Rickmansworth School.

Yours sincerely

Ms C Bourne
English Department
To: Bursar’s Office  
Re: Othello Trip

Form & Teaching Group  .................................................................

☐ Having read and understood the details of the visit as set out in the letter of 2 October 2018, I wish my son/daughter ................................................................. (Name in block capitals) to participate in the trip to ‘Othello Trip’.

☐ I acknowledge the need for my son/daughter to behave responsibly and agree to the School’s procedures in this respect. Although the staff of the School escorting the party will exercise due care and attention, I understand they cannot necessarily be held responsible for any loss, damage or injury, which may befall my child named above during or as a consequence of the journey and visit. I understand that upon return to School my child will no longer be under the authority of the School and my child is aware of the arrangements for getting home.

☐ I understand that the School reserves the right to remove any student whose behaviour at School does not meet the standards required of all our students. In such cases any deposits paid will be non-refundable, and the full cost of the trip may be payable if a replacement cannot be found.

☐ I understand that I must notify the School office of any change in the medical condition of my son/daughter, and of any change to the Emergency contact numbers provided below.

Emergency Contact Number 1: .................................................................

Emergency Contact Number 2: .................................................................

Please tick against method of payment below:

Online payment: I am registered for the School internet payment facility and would like to make online payments. Please check back daily should the system not yet show this item. ☐

Cheque payment: please make cheques payable to Rickmansworth School and hand in at the Bursar’s Office  ☐

Cash payment: please hand in with this slip at the Bursars’ Office  ☐

My email address is .................................................................................................................................

Signed (Parent/Carer).................................................................

If the payment is in cash and over £20 a receipt MUST be obtained from the Bursars Office. Cheque and cash payments MUST be placed in an envelope clearly labelled with the Student’s name and the payment reference. Thank you.