7 February 2018

Dear Parents and Carers

**Whipsnade Zoo Visit for Year 7**

I am writing to you with news of an exciting opportunity for your son/daughter offered by the Science department on the second enrichment day of the year. To complement their studies in Science, a booking has been made to take Year 7 students in forms 7Sp2, 7St1, 7Bu2 to Whipsnade Zoo. This will take place on the March Enrichment Day. The remaining forms will be in school with the Drama Department, and be given the opportunity to attend Whipsnade Zoo on our third enrichment day, June 28 2018.

The day will consist of a series of activities in which groups will be exploring parts of the zoo and also taking part in an interactive session looking at animal adaptations.

The visit has been planned for Tuesday 6 March 2018 to coincide with our second Enrichment Day. We request a voluntary contribution of £16 per student to cover the cost of running the day. Students will have to bring food and drink for the day, unless they currently receive free school meals, in which case the School will provide a packed lunch. Students are expected to be in full school uniform. Much of the day at Whipsnade Zoo will be outside, and students should wear appropriate clothing for March weather. The coach will depart Rickmansworth School at 8:45am, and return for approximately 3:30pm. The coach will not wait for any late students.

Please organise payment of £16 by Thursday 1 March at the latest. You can pay online via ScoPay, or by cheque (payable to Rickmansworth School) or cash which should be placed in an envelope with the student’s name and marked with “Whipsnade zoo”), and handed in to the Bursars’ Office. Please return the reply slip as soon as possible as this is compulsory.

Yours sincerely

Miss S Griffiths
Head of KS3 Science
To: Bursar’s Office
Re: Whipsnade Zoo Visit for Year 7

Form & Teaching Group

☐ Having read and understood the details of the visit as set out in the letter of 7 February 2018, I wish my son/daughter (Name in block capitals) to participate in the trip to Whipsnade Zoo.

☐ 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 ☐

Pupil Premium: My son/daughter is in receipt of Pupil Premium ☐

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.