

29th November 2016



**THE
HASTINGS
ACADEMY**

Rye Road
Hastings
East Sussex
TN35 5DN

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Part of the Hastings Academies Trust

Dear Parent/Carer

Trip to University of Brighton

A trip is planned for Friday 13th January 2017 visiting The University of Brighton as part of normal curriculum activities and will be led by Mr P Snelling. We will be visiting Falmer campus of the university as part of raising aspirations.

We plan to leave Hastings Academy at 10.00am and will arrive back at approx. 3.30pm. Please ensure your child arrives to school at the normal time. We will be travelling by coach and your child should wear full Academy uniform and suitable outerwear for the weather.

Your child will need to bring a packed lunch and is responsible for any personal possessions they choose to take. Children having free school meals will be provided with a packed lunch. We advise all students to bring water in a plastic bottle.

Please complete the reply slip below and **both sides** of the attached medical consent form and return them both to the Student Services office by **Monday 5th December 2016**. Forms received after this date will **not be accepted** and a place will not be reserved for your child on the trip. Places on the trip will be on a first come/first served basis as there are a limited number of tickets available.

The information collected on the medical and parental consent form will be seen only by the staff and any volunteers responsible for the children whilst on the trip.

If you have completed an annual medical consent form, we will not need you to complete another one unless there is one attached to this letter. However, if there have been any changes to circumstances then you must inform us.

Yours sincerely



Mr P Snelling
Assistant Principal



Reply slip - **University of Brighton**

Please detach and return to Student Services by **Monday 5th December 2016**

I give permission for _____ **Reg** _____ to attend the trip to The University of Brighton on 13th January 2017 leaving at 10.00am and returning at 3.30pm

- I have completed all sections marked with a star.
- I have completed both sides of the medical form and returned with this consent form (if one was attached)

*Contact No: _____ *Email Address _____

*Signed: _____ Parent/Carer *Date: _____

