



23<sup>rd</sup> September 2019

Dear Parent/Carer

GCSE Geography has an examined fieldwork component, which makes up a large part of the final grade. The requirement states that all students should take part in 10 hours of data collection outside of the classroom followed up by write-up sessions in which they make notes on the methods they used and the results that they gathered.

In order for this to be done we have arranged a 3 day residential field course at **OVERSTRAND HALL in Norfolk**. This is one of the Kingswood Educational Activity Centres. The trip will take place -

**Wednesday 4<sup>th</sup> March to Friday 6<sup>th</sup> March 2020.**

We will travel by coach leaving school at approximately 9.00 a.m. Wednesday 4<sup>th</sup> and returning at approximately 6.00 p.m. Friday 6<sup>th</sup> March (precise timings will be confirmed nearer the date of the trip). At least five members of staff will accompany the group. Our topic of study will be: **COASTAL AND URBAN STUDIES**.

**The cost will be £200 per student.** This price includes full accommodation, tuition, some leisure activities and full access to IT Suites, which allows them to start writing up their exam notes while still on the trip.

**An initial deposit payment via Wisepay of £75 is required by Monday 14<sup>th</sup> October 2019;** we appreciate that this is quite soon, but it is a requirement by the Educational Activity Centre that deposits are received so that your son/daughter's place can be booked on the trip.

In addition to paying the deposit please return the attached reply slip to your son or daughter's Geography teacher or Humanities Office. Please ensure we hold up to date contact, medical and dietary information for your son or daughter by accessing the Warlingham Portal via the School Website.

**Payment can be made in one lump sum via Wisepay, or following the payment schedule below:**

- **2<sup>nd</sup> payment of £75 required by Monday 4<sup>th</sup> November 2019.**
- **Final payment of £50 required by Monday 2<sup>nd</sup> December 2019.**

Please do not hesitate to contact the Humanities Office if you have any further questions.

Yours sincerely

Mr R Gardner  
Head of Geography

## REPLY SLIP

### YEAR 10 GEOGRAPHY TRIP TO OVERSTRAND HALL, NORFOLK

**Please return the reply slip to the Humanities Office or your child's Geography teacher by Monday 14<sup>th</sup> October 2019 at the latest.**

I am aware that the school has a policy on the safe running of educational visits. I am also aware that the school's educational visits are always well organised with particular attention to health and safety. I understand that there can be no absolute guarantee of safety, but appreciate that the school leaders of the visit retain the same legal responsibility for students as they have in school and will do everything that is reasonably practicable to ensure the safety of everyone on the visit.

**Student's Name:**

**Tutor group:**

I do/do not give permission for my son/daughter to participate in the trip named above.

I consent to any emergency medical treatment necessary during the course of the visits.

**Signature :.....Date :.....**

*Please note that it is the responsibility of the parent/guardian to provide correct and up-to-date contact and medical information. Please use the parent portal via the school's website to provide this information, alternatively forms can be collected from Student Services.*

Sometimes during school trips photographs/CDs are taken of the participants, tick the box if you would prefer your child's photograph **NOT** to be taken during this school trip.