



JER/mc **T840**

January 2018

Dear Parent/Carer

**Re: Harry Potter Studios – Year 8**

The English department are planning to take a group of year 8 students to the Harry Potter Studios, Leavesden (Near Watford). The date for the event is **Thursday 19<sup>th</sup> July 2018** during Enrichment Week.

We will be leaving school at **8.00 am** from The Fosse coach park and will return back to The Fosse at approximately 8.00pm. You will need to make arrangements for your child to get home upon return.

In order to make this trip viable, we have to ask for a contribution of **£38.00** to cover the cost of the tickets and transport. Students will need a packed lunch, comfortable footwear and a coat as some of the tour is outside and we cannot rely on British weather!

Students can bring spending money as there is a comprehensive gift shop on site. We will also stop at the services enroute.

If you wish your child to participate in this visit, please sign the attached consent form and return it to school by **Wednesday 7<sup>th</sup> February, 2018**, along with full payment. Please make cheques payable to *Caerleon Comprehensive School* and quote trip reference **T840** on the reverse. Please return to **Mrs F Harris in the school library** during break/lunch times. Places are limited so please return as soon as possible to secure your place.

May I assure parents that the school minibuses/coach companies we utilise have modern fully equipped vehicles that meet all statutory requirements.

**The School emergency contact telephone number for Educational Visits is 07779 703104**

Yours faithfully

Miss J Roberts  
Head of English

Mrs F Harris  
School Librarian

Mr G L Jones  
Deputy Head

**CITY COUNCIL**

**CAERLEON COMPREHENSIVE SCHOOL**

I ..... Full address.....  
.....

being the parent/carer of .....

Form ..... hereby give my permission to his/her participating in the following activity to take place on **Thursday 19<sup>th</sup> July 2018**

**Visit to:** **Visit to Harry Potter Studio**  
**Leaving school:** **8.00 am from The Fosse coach park**  
**Returning to school:** **8.00 pm approximately\* at the Fosse coach park**

*\*I agree to collect my child from school at this time.*

Signature: .....(Parent/Carers)Date: .....

I enclose my payment of **£38.00** Cash  Cheque

Please return to:

**Mrs F Harris, School Librarian**  
Caerleon Comprehensive School  
Cold Bath Road, Caerleon, Newport, NP18 1NF

**Please will you give a telephone number where you can be contacted if necessary.**

Parent/Carer: Home No: .....

Parent/Carer: Business No: .....Mobile:..... (Mother)

Business No: .....Mobile:..... (Father)

Second Contact Telephone No: .....Name:.....

(If parents are unavailable)

Does your child have any medical conditions Yes/No. If yes, please state details: