



14<sup>th</sup> October 2016

Dear Parent/Carer and Student

**Travel & Tourism Trip - Eden Project 6<sup>th</sup> December 2016**

I am writing to advise that a trip to The Eden Project has been arranged as part of the Travel & Tourism Customer Service Unit for Year 12. We shall leave the College at 8.45am (North Site bus park) and return by 3.00pm. We will be travelling by mini bus. Whilst there, students will be required to attend a talk on Customer Service and look at Customer Service within the attraction. They will then have the opportunity to ice skate. Please sign and return the slip below.

A charge of £15 is applicable to this trip which should be paid via Parent Pay. For those students who are eligible for the Discretionary Fund, please call at the Post 16 Office in order to arrange for an application form to be completed.

*In the event of an emergency we will be referring to the Parental Consent Form that you completed for use during this academic year, commencing September 2016. If there have been changes to any information you have submitted about your contact details or your child's medical needs, then please request a replacement form from reception. This must be submitted prior to the visit. I have enclosed a form if we have not received one for your child.*

If you have any further queries regarding this beforehand, please do not hesitate to contact me on 01326 575022.

Yours sincerely

**Mr N Sutton**  
**Subject Leader for Travel & Tourism**

**Travel & Tourism Trip - Eden Project Tuesday 6<sup>th</sup> December 2016**

Student's name: ..... TG: .....

I am happy for my child to attend the trip to the Eden Project on 6<sup>th</sup> December 2016 between 8.45am and 3.00pm, and take part in ice skating.

There have been no changes to my contact details or my child's medical needs.

There have been changes to my contact details or my child's medical needs and I have requested a replacement form from reception which will be submitted prior to the trip.

Signed..... Emergency contact number.....  
 (Parent/Carer)

**Please return this slip to Mr N Sutton**