

KS4 Theatre Trip

Year 10 Theatre Trip "Journey's End" — Watermill Theatre, Newbury

Dear Parent

July 2014

As an enrichment activity to the normal KS4 curriculum, Year 10 pupils have the opportunity to visit the Watermill Theatre, Newbury to attend a performance of **R.C. Sherriff's** play "**Journey's End**" on **Friday 10 October 2014 at 7.30p.m.**

This highly acclaimed play, based on the author's experiences in the trenches, portrays the emotions of men fighting during WW1. Revived by the Watermill Theatre for the WW1 centenary year, it links to the poetry of Wilfred Owen which pupils study as part of their GCSE syllabus.

The voluntary contribution for this activity, which includes return coach travel, is **£25** per pupil. If insufficient numbers are interested then the trip may have to be cancelled. In order to confirm your child's place, forms and payment will need to be returned by **Wednesday 16 July 2014**. Students will not need to wear school uniform for this visit, although appropriate standards of dress will be expected. A small amount of money may be taken to purchase a programme or drink.

Code of Conduct

May I draw your attention to the school's Code of Conduct (attached) which all participants must adhere to for the safety and well-being of all those involved. Failure to agree to the safety rules laid down will result in pupils being withdrawn from the activity. If you wish your child to participate in the one of the trips, please also complete the Contact Data and Medical forms and return these to **Pupil Services**, together with a cheque to cover the costs or confirmation that you will be using the e-payment method. Cheques should be made payable to 'Test Valley School'.

The coach will leave at **6.00 p.m.** from school; taking into account the time for the performance, **the return time is expected to be around 11 p.m. but this will be confirmed.** You will need to make arrangements to collect your child at this time.

There are **63** places available so a prompt reply will help to ensure a place. In addition, please return the permission slip with the payment and the attached "Health Information" form.

Yours faithfully

Mrs C De Nitto

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KS4 THEATRE TRIP 2014

Please return to PUPIL SERVICES

I/we would like our son/daughter to take part in the KS4 theatre trip to see “**Journey’s End**” on Friday 10 October 2014 as described in the attached letter.

By signing below we agree to the school’s Code of Conduct for this trip.

If my child has chosen the trip I also enclose the completed Contact Data and Medical forms.

Payment method:

I will be paying via the e-payment method.

I enclose a cheque made payable to Test Valley School

I enclose a cash payment

In the event of your child being unable to attend please note that the costs will be non-refundable.

Name of pupil..... T/G.....

Pupil signature Date

Parent signature Date

Please print name.....

Educational visit information and consent form (please complete both sides)

Name of establishment

Personal details

First name of participant Surname

Date of birth Age Tick if aged 18 or over male / female

Address

..... Post code

Name of next of kin

Next of kin address during the activity (if different from above)

..... Post code

Contact no: Home Work Mobile

Name and address of participant's doctor

Telephone no NHS no (if known)

Consent for the visit or venture

The visit or venture to _____ Date of visit **10 October 2014**

I confirm that I have parental responsibility for

He/she is in good health and I consider him/her to be capable of taking part in the activities set out in your letter dated I acknowledge receipt of a copy of the insurance synopsis. I consent to him/her taking part in the programme detailed in your letter.

In the event of illness or accident, I consent to any necessary medical treatment, which might include the use of anaesthetics.

Signed.....

Please print name here

Address

..... Post code

Additional Information

Educational visit information and medical form (please complete both sides)

Has the participant had any of the following?

Asthma or bronchitis	Yes	No	Allergies to any known medication	Yes	No
Heart condition	Yes	No	Any other allergies, eg material, food, plasters	Yes	No
Fits, fainting or blackouts	Yes	No	Other illness or disability	Yes	No
Severe headaches	Yes	No	Travel sickness	Yes	No
Diabetes	Yes	No	Regular medication	Yes	No

If the answer to any of these questions is Yes, please give details:

.....

If it is considered necessary, do you agree to mild painkillers (eg: Paracetamol) being administered Yes No

Has the participant received vaccination against Tetanus in the last 10 years? Yes No

Is the participant receiving medical or surgical treatment of any kind from either their family doctor or hospital? Yes No

Has the participant been given specific medical advice to follow in emergencies? Yes No

If the answer to either of the last two questions is Yes, please give details here (including name and dosage of any medicines/tablets):

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In the event of any illness or medical treatment occurring after the return of this form and prior to the activity, I undertake to inform the group leader.

Signed (for participants under 18 years of age)
Person with parental responsibility

Please print name here

Consent for taking images

During our visit or venture we are likely to take pictures and videos. We would like to use these in presentations, displays or in our own booklets, newsletters or publicity.

In the event of any images of my child/me being taken, I consent to them being used for educational purposes. Yes No

I understand that if my child is/I am easily identifiable (eg a close facial shot) I will be informed first.

I consent to the images being used on the website Yes No

Signed (for participants under 18 years of age)
Person with parental responsibility

Date



Basic Code of Conduct for School Trips

Non-Residential

1. General

Irrespective of the destination or duration of the visit, pupils will not only be representing the Test Valley School but also Hampshire and Great Britain. It will therefore be expected that pupils will behave in an exemplary fashion at all times, as the whole party will be judged by the actions of individuals.

2. General Expectations

- a. Instructions by Teachers and any support staff must be obeyed without delay at all times.
- b. Personal music players may only be taken if the teaching staff give permission. They can only be used with teacher permission and then only with headphones. The volume must be kept low so as not to disturb others.
- c. Pupils must take extreme care when travelling by coach or mini-bus. They are to remain in their seats, wearing seatbelts and are not to stand up until told to alight by the teaching staff. Pupils then must wait in a safe place.
- d. Pupils only cross a road when given instructions from the teaching staff and do not go close to water.
- e. Pupils must never go anywhere on their own and when not directly supervised, should always let a member of staff know where they will be - e.g. a toilet need.
- f. Punctuality is essential – pupils need to have a watch/phone and ensure they arrive on time before and after all activities.
- g. The property of others must be respected at all times
- h. Coaches/minibuses are to be kept tidy at all times, free of litter, chewing gum and other substances that may cause damage.
- i. Pupils to be aware of the needs of other pupils and to be supportive of each other.

3. Acceptance for a Trip

Any pupil whose behaviour is considered not acceptable, prior to the trip, can be withdrawn at the discretion of the school.

4. Essential Rule

Pupils are not allowed to purchase or consume alcoholic drinks, smoke cigarettes, use other illegal substances or possess flick-knives, fireworks (bangers) and other flammable materials i.e. lighters and matches.



5. Sanctions

Any pupil who is found or considered to have broken any of these essential rules, or who has misbehaved in any other way, will be subject to one or more of the following sanctions:

- i) Loss of privilege for a period of time during the trip.
- ii) Isolation/close supervision for a period of time during the trip.
- iii) Isolation from other pupils for the duration of the trip.
- iv) If extremely serious, returned to the school before the end of the trip.
- v) Temporary or permanent ban from future school visits, including educational visits.

6. Responsibility

It is the responsibility of all pupils to ensure that they understand and follow the above rules and are aware of the possible sanctions. Pupils who break any of the rules may not be allowed to take part in any future educational visits organised by the school.

Signature/s of Undertaking:

I/We have read and fully understand the contents of this Code of Conduct for School Trips (Non-Residential) document and agree to be fully bound by the terms and conditions laid down.

Please return to Pupil Services

Trip Name.....

Name of pupil..... Form.....

Pupil signature Date

Parent signature Date