



11 February 2020

Dear Parents/Carers

**Sixth Form Voluntary Assistance at Lowbrook Academy or Wessex Primary School
Period 5 every Wednesday - commencing 26 February to end of the 2020 academic year**

Your child has expressed an interest in assisting at either Lowbrook Academy or Wessex Primary School, Maidenhead, to help Key Stage 1 and 2 pupils with activities such as reading, computer studies or sports activities. This is an enrichment activity that will take place during the fifth period every Wednesday until the end of the 2020 academic year, and will benefit sixth form students immensely in being able to provide evidence of leadership skills, team work and making positive contributions when it comes to the competitive process of UCAS and Apprenticeship applications.

Students will leave Cox Green School at approximately 2pm and walk to Lowbrook Academy or Wessex Primary, returning to school at 3.15pm. However, students will not be able to take advantage of these enrichment activities without parental consent. Please could you therefore complete and return the attached permission slip directly to Mrs Feetham, Trip Administrator (Student Services Office, Room FO6 in the Fifield Building) by morning registration on Monday 24 February 2020. Failure to return this permission slip will result in your child not being able to take part in this enrichment activity, and would also mean the school would be breaking commitments made to others in our local community. Students will be notified at the start of each term as to which enrichment they will be attending.

Should the school need to contact you in an emergency, we will use contact details supplied on your most recent OA4 Form (off-site activity form). If there are any changes to the details on this form, including any medical or dietary requirements, it is the parent/carer responsibility to inform the school.

If you require any further information regarding this trip, please contact me by email to enquiries@coxgreen.com.

Yours sincerely

Mrs K Thompson
Deputy KS5 Leader and Enrichment and EPQ Co-ordinator

PERMISSION SLIP

Voluntary Assistance at Lowbrook Academy or Wessex Primary School

Period 5 every Wednesday - commencing 26 February to end of the 2020 academic year

Student Name *(please print)*: _____ Form: _____

- I give permission for my child to attend Lowbrook Academy or Wessex Primary School to take part in the enrichment activities

Signed *(Parent/Carer :* _____ Date: _____

Name *(please print)*: _____

Failure to return this permission slip, will result in your child not being able to attend this trip.

**Please return your permission slip directly to Mrs Feetham, Trip Administrator (room FO6)
by morning registration on Monday 24 February 2020**

(Trip post box on wall outside office FO6).