



6 October 2022

Dear Parents/Carers

**Year 9 and 10 - Science in Action Trip – Tuesday 13 December 2022**

We have arranged to take our Year 9 and 10 Science students to the Science in Action Lectures, at the Emmanuel Centre in London, on Tuesday 13 December 2022. This trip will engage students within Science and show them the wider applications of the subject and we strongly recommend attendance for those considering a future career in science. Students will experience interactive sessions, demonstrations, audience participation and a session on examination success to equip them with the tools to succeed.

The cost of this trip is £33.00. There are 30 places available and will be allocated on a first come, first served basis, via your child's sQuid account. Please make payment via your sQuid account and you will be able to do this from 7pm on Sunday 23 October 2022 (closing at 10pm on Wednesday 26 October 2022). Please note that due to the nature of this trip, we are unable to refund the cost, if your child is unable to go.

We will travel to London by coach, departing Cox Green School at 8.30am and returning to school for approximately 5.30pm. We ask you to please arrange collection of your child accordingly at this time. Students are to wear full Cox Green School uniform on this trip and we ask that they bring a packed lunch, snacks and drinks to last the day. Please note that in line with school policy, mobile phones are not allowed on any school trips.

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 would like any further information about this particular trip, please do not hesitate to contact me via the main office on 01628 629415, or by email on [enquiries@coxgreen.com](mailto:enquiries@coxgreen.com).

Yours sincerely

Ms L Winchcombe  
Associate Senior Leader: Science

**Please note:**

- *Places on all trips are subject to the school Behaviour Policy. Any student who receives an internal or fixed term external suspension will have their place withdrawn from the trip and no refund will be made unless the place can be re-sold. In addition, if the school assesses that the attendance on a trip is a Health and Safety risk to the student or to others, a place will not be allocated to that student or a place will be withdrawn and there will be no refund made unless the place can be re-sold.*
- *Should your child be unable to attend a trip due to medical reasons, we will require a Medical Certificate to apply for an insurance claim.*
- *If the trip is cancelled due to uncontrollable circumstances i.e. weather, Foreign/Home Office guidance, the refunding of costs will be subject to insurance cover.*

- *If your child is, or has ever been in receipt of free school meals, then you may be eligible for assistance with the costs of this trip, from the school's Pupil Premium funding. To make a request for assistance please contact the Finance Office via email: [finance@coxgreen.com](mailto:finance@coxgreen.com) or in writing to the school; including your child's name and form, stating that they are, or have been in receipt of free school meals. The Pupil Premium funding is to be used for educational purposes only.*
- *Please note that Pupil Premium support for this trip is limited to 10% of the total cost of the trip and all requests should be made by 12 noon on Wednesday 12 October 2022.*
- *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.*
- *This is an optional trip and is not essential to the curriculum or completion of the syllabus being studied.*
- *There will be no insurance cover due to disinclination to travel.*