



5 October 2023

Dear Parents/Carers

### **KS5 – Biology in Action – Tuesday 28 November 2023**

We have arranged a fantastic opportunity to take our KS5 Biology students to the Biology in Action lectures, at the Emmanuel Centre in London, on Tuesday 28 November 2023. Five interactive and engaging sessions delivered by renowned scientists and communicators will inspire and motivate students. A special session with hints and tips for revision and examination success will provide students with the tools to succeed.

The cost of this trip is £22.50 per student. There are 30 places available on this trip and will be allocated on a first come first served basis by payment. To book your child's place, we ask you to please make payment via your child's sQuid account which is open for payment from 6pm on Sunday 15 October 2023 (closing at 10pm on Tuesday 17 October). Please note that due to the nature of this trip, we are unable to refund the cost, if your child is unable to go.

Students are to meet at the front of Maidenhead train station at 8.00am on the day, where they can purchase their travel ticket directly. The cost of this ticket is £35 (approx.) and we ask that students pay this directly on the day. We will then travel to the venue by train and tube, and expect to return to Maidenhead train station at approximately 5.45pm, and request you to arrange collection of your child accordingly. Should students wish to remain in London and make their own way home, please complete the permissions when prompted on your sQuid account. Students can wear smart casual wear on this trip and are to either bring their own lunch with them or money to purchase food during the day.

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 Any student who receives an internal or fixed term external suspension will have their place withdrawn from the trip and no refund will be made unless the place can be re-sold.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 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.*