



2 February 2026

Dear Parents/Carers

Year 12 Visit to the UCAS Discovery Event

Thursday 23 April 2026 – at the Farnborough International Exhibition and Conference Centre

We invite our Year 12 students to attend the UCAS Discovery University and Apprenticeship Search Fair being held at the Farnborough International Exhibition and Conference Centre on Thursday 23 April 2026. This event is the perfect way to help students choose which university or apprenticeship is right for them.

The event will provide students with the opportunity to speak to a multitude of universities and a variety of the UK's best apprenticeship providers. The fair is for students of all abilities and aims to widen participation as well as cater for higher academic achievers.

There are 100 places available and will be offered on a first come first served basis by payment. The cost for this trip is £15.00 and to secure your child's place, we ask you to please make payment via your child's iPay account which is now open for payment (closing: 10pm on Thursday 26 March 2026).

We will travel to Farnborough by coach departing Cox Green School at 8.30am and returning for 3.00pm and we ask you to please arrange collection of your child for this time. Students should bring a packed lunch, drinks, and snacks to last the day, or money to purchases food at the venue. Please remember nuts or products containing nuts are not allowed. Students attending this event are to wear business dress.

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.

Thank you in advance for your support.

Yours sincerely

Mr J Burrows
Head of Sixth Form

Please note:

- *Places on all trips are subject to the school expectations for the Behaviour Policy being met. Any student who receives a suspension may have their place withdrawn from the trip and no refund will be made unless the place can be resold. 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a Health and Safety risk to the student or to others, a place will not be allocated to that student or a place will be withdrawn and there will be no refund made unless the place can be resold.*
- *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 your child is, or has ever been, in receipt of free school meals, then you may be eligible for assistance with the cost of this trip: Years 7-11: Pupil Premium funding for trips is to be used for educational purposes only. Support for non-compulsory trips will vary. Sixth Form: You may be eligible for assistance with the cost of this trip with a 16-19 Bursary.*

All requests for assistance should be made to the Finance Office (finance@coxgreen.com) at least 5 school days before the trip opens on iPay.

- *If your child receives free school meals and you would like a packed lunch provided for your child for this trip, please email enquiries@coxgreen.com, for the attention of the Trip Administrator, at least 5 schools days before the date of the trip to request this (please detail any dietary requirements).*
- *Payments are to be made by the dates specified. Late or non-payment may result in your child's place being withdrawn from the trip. If you choose to withdraw your child for reasons not stated above, any costs attributed to date, must still be made.*
- *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.*
- *There will be no insurance cover due to disinclination to travel.*