



Airy Hill, Whitby, North Yorkshire YO21 1QA

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2 November 2021

Dear Whitby Sixth Form Student

The Whitby Sixth Form team have arranged a trip to the MetroCentre in Newcastle, for a spot of Christmas shopping. The trip will take place on Wednesday 8 December.

The financial contribution required, per student, for this trip is £10.00.

We will leave the Whitby Sixth Form site at 2.30pm, travelling by coach. We aim to leave the MetroCentre at approximately 9.30pm, intending to be returned to Whitby Sixth Form at approximately 11.00pm. Please can you ensure that suitable arrangements will be in place for you to arrive home safely from the Sixth Form site. A parent/carer will need to indicate these arrangements on the reply slip below.

There may be occasions when you will be out of the direct sight of a member of staff. You will, however, have access to staff at designated meeting points and will be equipped with staff mobile phone numbers in case of emergencies. This is classed as 'remote supervision'.

Please can a parent/carer complete the reply slip below and return it to reception no later than Friday 19 November. Places are limited on this trip and allocation will be made on a first come, first served basis.

Yours sincerely

Mrs K Brown

REPLY SLIP – To be returned to the Sixth Form Reception

Christmas shopping at the Metro Centre Newcastle on Wednesday 8 December 2021

Financial contribution required per student: £10.00

Student's name: _____ Year: _____

I hereby confirm that I have read and understand the arrangements for the visit, outlined above, and give my informed consent to my son/daughter taking part. I also agree to my son/daughter having 'remote supervision' as outlined in the letter, when out of the direct sight of staff. I also confirm that I will be responsible for collecting my son/daughter from the visit, in exceptional cases, such as if illness or unacceptable behaviour occurs.

I give permission for the above named student to make their own way home from Whitby Sixth Form

Or *(please tick one box)*

I will be collecting the above named student from Whitby Sixth Form

I enclose cash/cheque for £10.00

In the case of an emergency, the telephone number that staff should use to contact home is:

Tel: _____

Further comments regarding my son/daughter (eg, medical changes, etc): _____

Signed: _____ (Parent/Carer) Date: _____