

October 2019

Dear Parents/Carers

Year 7 to 11 Local off-site visits overall consent

Students at Wixams Academy frequently have the opportunity to participate in local visits that complement their studies in school. In order to make the organisation of these visits less bureaucratic for both parents/carers and the school, and to reflect recent DfE guidance, I should be grateful if you would sign the attached form to indicate your consent to your son/daughter to participate in local off-site visits during their time at Wixams Academy.

Examples of these visits would be local sports fixtures, primary school visits, musical/drama performances, geography fieldwork and science investigations.

A letter giving an overview of a local off-site trip may be sent out to you for your information; however, this may not always happen and will depend on whether the teacher leading the trip/visit decides a letter to parents/carers is deemed necessary.

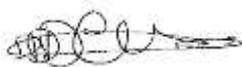
The method of transport for local off-site visits will vary according to the nature of the activity and will either be taxi, minibus, coach or by walking. Our school definition of 'local' encompasses all visits to venues within a thirty-mile radius of Wixams Academy and taking place between 8:40am and 4:15pm.

The majority of local visits are free, but on the occasion that the school requests a voluntary contribution towards the cost of an activity, you will receive a letter and consent form.

Please make sure you inform the school of any changes to your contact information and/or your son/daughter's medical details to enable us to keep up-to-date records for local off-site visits.

If you require any further information regarding the consent form or you wish to discuss this further, please do not hesitate to contact Dean Dummett, Educational Trips & Visits Co-ordinator, by email at ddummett@wixamsacademy.co.uk.

Yours sincerely



Dean Dummett
Educational Trips & Visits Co-ordinator

Consent form for school trips and other off-site activities

Please sign and date the form below to confirm you agree to your son/daughter:

- a) Participating in school trips and other activities that take place off school premises, and
- b) Receiving first aid or urgent medical treatment during any school trip or activity.

Please note the following important information:

- The trips and activities covered by this consent include:
 - all visits
 - adventure activities at any time
 - off-site sporting fixtures outside the school day
- The school will send you information about each trip or activity before it takes place.

Written parental consent will not be requested from you for the majority of off-site activities offered by the school – for example, year-group visits to local amenities – as these activities are part of the school’s curriculum and usually take place during the normal school day.

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Consent form for school trips and other off-site activities

Student: Form:

I have read and understood the contents of the off-site activities consent letter.

Signed: Date:
(Parent/Carer)

Medical Information

Please give details of any medical condition that your child has and the medication they may require during off-site visits:

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To be returned to the Academy office