



St. Edward's Church of England Academy

Westwood Road, Leek, ST13 8DN

Telephone: 01538 714740

Principal: Mr. T. Hutchinson

<http://stedwards.academy>

September 2019

Dear Parent/Carer,

BBC Media City, Imperial War Museum North and The Lowry

Purpose of the visit	A tour of the BBC studios to see how TV shows are produced. A tour of the IWMN to learn about the impact of WW1, WW2 and modern conflicts on the Commonwealth.
Date	Monday 14 th October 8S and 8T Wednesday 16 th October 8E and 8D Thursday 17 th October 8M and 8L
Departure time	9am – please come to school as normal.
Return time and place	5.30pm. Pupils can be collected from Beggars Lane or walk home.
Pupils should bring with them	Your son/daughter will need to bring a disposable packed lunch with them. If your child normally has a free school dinner, we can take a packed lunch for them. Pupils may bring their phones. They may also bring a small amount of spending money.
Clothing	Appropriate non-uniform and a coat .
Medication	Please bring any inhalers with you. Please bring any medication that will be required during this visit to the school office.
Cost	£15 via ParentPay. Please also return the below consent form. Please note that payments will not be accepted after the final payment date of Friday 4th October.
Terms and conditions of the booking	Due to security restrictions put in place by the BBC, pupils returning their consent forms after the deadline of Friday 4th October may not be able to visit the BBC. In this case, pupils would be able to visit the IWMN and the cost of the trip would be reduced.

Please note that St Edward's Church of England Academy continues to reserve the right to refuse participation on any educational, sporting or leisure visit on the grounds of Health and Safety, which may or may not be related to behaviour. Any pupil whose behaviour becomes unacceptable may be excluded from the visit and any expenses will be the responsibility of their parents or carers.

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BBC Media City, Imperial War Museum North and The Lowry – October 2019

Pupil's name: _____ Tutor group: _____

Please tick **one** of the following options:

I confirm that my child **will** be taking part in the visit and payment has been made via ParentPay.

I confirm that my child **will not** be taking part in the visit and will therefore follow the normal school curriculum on the day of the visit.

Emergency contact number on the day: _____

Parent/carer's signature: _____ Date: _____

Please return this consent form to the school office by Friday 4th October at the latest.