



# Tring School

Mortimer Hill, Tring, Hertfordshire HP23 5JD

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www.tring.herts.sch.uk Headteacher: Mrs Susanna Collings BSc (Hons), MA, FRSA

November 2011

Dear Parent/Guardian

## Year 12 Psychology Revision Conference – 13 December 2011

On Tuesday 13 December 2011 we will be taking our Year 12 Psychology students on a trip to the Institute of Education for a Psychology Revision Conference. The purpose of this trip is to strengthen the student's knowledge of AS unit 1 for Psychology and ensure confidence for their January examinations.

We will be leaving from Tring Station at 9.15 am and will be travelling to London Euston. We will be returning to Tring at approximately 4.30 pm but students will be able to contact parents on the journey home with more detailed information. Students will be required to pay for their own train ticket on the day. The exact cost of this will not be known until we are aware of how many students wish to participate on the trip and what the cheapest way to group the tickets will be. Students are respectfully asked to make their own travel arrangements to and from Tring Station.

The cost of this trip will be £32.00 per student which includes entrance, insurance, staff and administration costs. If we do not receive the full payment from every student to cover the cost of the trip, we reserve the right to cancel. Any surplus will be refunded accordingly to our Charging and Remissions Policy.

Basic insurance cover will be arranged through Hertfordshire County Council. However should you require it, additional insurance cover is available and details can be obtained from the Finance Office.

Students will need to bring sufficient money to purchase their own train ticket on the day. Students will also need to provide their own packed lunch and drinks, as well as a note pad and pens.

Please ensure the reply slip is returned to the Finance Office by 23 November 2011 indicating you have paid via the Tring School Internet Payment System. Alternatively if you do not have access to the internet, a cheque for £32.00 made payable to Tring School should be returned with the reply slip to the Finance Office.

Please note that all reply slips should be returned to the Finance Office and not to Form Tutors by the closing date and that no students will be accepted on this trip after 23 November 2011.

Yours sincerely

Miss Karen Guy  
Trip Leader



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- I have paid £32.00 via the Tring School Internet Payment System
- I enclose a cheque for £32.00 made payable to Tring School

Students Name: .....

Form: .....

Signed: .....

Parent/Guardian

Ref: KG/SN

Closing Date: 23 November 2011

Please return this reply slip to the Finance Office.

