



# 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

October 2011

Dear Parent/Guardian

## Day Trip to Whipsnade Wild Animal Park – 17 November 2011

The Learning Support department is organising this trip to celebrate the progress and achievements of your son/daughter that have been observed in class and around school during the last academic year.

The Key Skills groups have been invited to support work covered during their lessons.

We will be travelling by coach and leaving school after Registration at 9.05 am and will return to school by 3.20 pm.

The cost of this trip will be £16.50 per student which includes transport to and from the Animal Park, 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 according 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.

Arrangements for the trip are as follows:

- Students do not have to wear school uniform but should wear suitable comfortable clothes and shoes
- Students should not bring any valuable items with them on the trip
- Students should bring a packed lunch and a water bottle which can be refilled at various points in the park.
- Students can bring no more than £5.00 spending money.

**If you wish your son/daughter to join this group please ensure the reply slip is returned to the Finance Office by 19 October 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 £16.50 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 19 October 2011.

Yours sincerely

Mrs C Oxley  
Head of Learning Support

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## Day Trip to Whipsnade Wild Animal Park – 17 November 2011

**My son/daughter will/will not be taking part in this trip. (Please delete as appropriate)**

- I have paid £16.50 via the Tring School Internet Payment System
- I enclose a cheque for £16.50 made payable to Tring School

Students Name: .....

Form: .....

Signed: .....

Parent/Guardian

Ref: CO/SN

**Closing Date: 19 October 2011**

Please return this reply slip to the Finance Office.

