

St Matthew Academy

St Joseph's Vale, Blackheath, London SE3 0XX

Executive Head: Mr Serge Cefai

Head of School: Ms Miranda Baldwin

4 September 2018



Dear Parents and Carers

Trip to Bank of England

I am pleased to inform you that your child has been selected to visit the Bank of England.

The aim for this trip is to offer students first-hand experience of an introduction to financial education, learn about money, income. They will have a tour around the Bank of England and a workshop on Money.

This is an excellent introduction to their Life course and eventually their Certificate in Financial Education course.

The details of the trip are as follows:

Departure Date:	Thursday 13 September 2018
Departure Time:	12 noon from School
Return Time:	16:30pm to School
Travel:	Train/Walking
Dress:	Full School Uniform
Refreshments:	Packed Lunch required – Children in receipt of Free School Meals will receive a lunch.
Cost:	Free

Myself as visit leader and my colleagues will retain the overall pastoral responsibility that we have when in school and which is well established in law. The law requires that teachers do everything reasonably practicable to ensure the safety of everyone in the group, and the staff will use their skills and experience as adults and teachers to protect the health, safety and welfare of the students. A detailed risk-assessment has been carried out, a copy of which is available from the school if you wish to see it.

If you would like your child to take part in this trip, please complete the permission slip and return it by Thursday 6 September 2018.

Yours faithfully

Ms M Green
Teacher of Year 9
Trip Leader

St Matthew Academy

St Joseph's Vale, Blackheath, London SE3 0XX

Executive Head: Mr Serge Cefai

Head of School: Ms Miranda Baldwin



Trip to Bank of England 13 September 2018

RETURN PERMISSION SLIP TO: **Main Reception**

I have read the information on this letter and I agree to:

(Name of pupil) in (class/form)taking part in the visit and in the activities described.

I agree to impress upon him/her the necessity to behave responsibly and to help the teachers to ensure the safety of everyone on the visit.

Are you happy for your child to go home directly from Lewisham station **YES/NO**

Does your child have any condition or medical treatment requiring special medical attention? **Yes/No**

Give details:

Does he/she have any special dietary requirements? **Yes/No**

Give details:

Does your son/daughter have any allergies? **Yes/No**

Give details:

Contact number 1: Contact number 2:

Emergency contact number:

Declaration:

I confirm that my child is in good health. I agree to inform the group leader of any change in medical condition, and I give consent to any administration of medication as may be considered necessary by medically qualified persons, and any first aid deemed necessary, in an emergency situation during the visit.

Signed: (Parent/guardian) Date: