



NCN/JJA

03 March 2023

Dear Parent/Carer

RE: TRIP TO HERNE BAY- THURSDAY 16 MARCH 2023

I am writing to advise you that, as part of your child’s Geography GCSE, we intend carrying out an academic fieldwork trip to Herne Bay, Kent on Thursday 16 March 2023.

We will be using a private bus and students are expected to be at The Gateway Academy by 7.00 am to be registered. We will depart for Herne Bay at 7.30 am and return to The Gateway Academy (traffic permitting) by 3.30 pm. Alternative arrangements will need to be made for your child’s journey home from the Academy.

Your child will require a bag or rucksack, a packed lunch and a bottle of water (or money to purchase food and a drink). Students entitled to free school meals will have a lunch provided for them and this will be collected for them on the day. Students are not required to wear school uniform; however, appropriate and comfortable clothing should be worn, as students will be representing the Academy throughout the day. The cost of the trip will be £5.00 and can be paid on ParentPay.

Please complete the reply slip below and return this to me by no later than **Tuesday 14 March 2023**. If you have any queries regarding this trip, please do not hesitate to contact me on telephone number 01375 489000 or via email at nigel.concannon@theglc.org.uk. Details of this trip will also be placed on the Academy website.

Yours faithfully

**Mr N Concannon
HEAD OF YEAR 10**

REPLY SLIP

RE: TRIP TO HERNE BAY ON THURSDAY 16 MARCH 2023

I give permission for _____ (Student name) to attend the trip to Herne Bay, Kent on Thursday 16 March 2023.

Any medical conditions/allergies _____

Emergency Contact Name _____ Emergency Contact Number _____

*I will make arrangements for my child to be collected from Gateway Academy at 3.30 pm

*I give permission for my child to walk home from Gateway Academy at 3.30 pm

**Please tick as appropriate*

Signed _____ (Parent/Carer)

(Please return reply slip to Mr Concannon by no later than Tuesday 14 March 2023)

**The Gateway Academy,
Marshfoot Road, Tilbury, Essex, RM16 4LU** | Tel: 01375 489000 | admin.gateway@theglc.org.uk
www.theglc.org.uk

The GLC Trust is a company limited by guarantee, registered in England & Wales (Registered Number 5853746). Registered office at The Gateway Academy, Marshfoot Road, Tilbury, Essex RM16 4LU.

Chief Executive Officer: Viki Reid.

The GLC is committed to safeguarding and promoting the welfare of children and young people and expect all staff, volunteers and visitors to share this commitment.

