



CWY/KPR/JJA

06 January 2023

Dear Parent/Carer

**RE: TRIP TO HIGH HOUSE PRODUCTION PARK – FRIDAY 03 FEBRUARY 2023**

I am delighted to inform you that your child has been chosen to go on an aspirational trip to High House Production Park on **Friday 3 February 2023**.

We will be travelling by mini bus to High House Production Park, Purfleet, leaving the Academy at **9.30am** and returning to the Academy at approximately **2.30pm** (traffic permitting). Students will be dismissed from the Academy’s site at their regular time of 2.50pm. There is no cost for this trip.

Students are required to bring a packed lunch and drink with them. Students who are eligible for free school meals will have lunch provided for them. Students are required to wear full school uniform and should be reminded that they will be representing The Gateway Academy at all times.

I am sure that you will agree that this is an exciting opportunity for your child and ask that you complete the reply slip below and return this to **Student Services by Friday 27 January 2023**. Students who do not complete and return the consent form will not be allowed to take part in this visit. If you have any questions or comments regarding this trip to High House Production Park, please do not hesitate to contact Mrs Palmer on telephone number 01375 489000 or via email at [kate.palmer@theglc.org.uk](mailto:kate.palmer@theglc.org.uk). Details of this trip will also be added to the Academy website.

Yours sincerely

**Mr C Way**  
**CAREERS LEAD**

**Mrs K Palmer**  
**CAREERS COORDINATOR**

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**REPLY SLIP - TRIP TO HIGH HOUSE PRODUCTION PARK – FRIDAY 03 FEBRUARY 2023**

I Parent/Carer of: \_\_\_\_\_ (Student Name) would like him/her to participate in the trip to High House Production Park, Purfleet, on Friday 03 February 2023.

Details of my child’s food allergies and medical conditions: \_\_\_\_\_

\*I will make arrangements for my child to be collected from The Gateway Academy at 2.50 pm

\*I am happy for my child to walk home from The Gateway Academy at 2.50 pm

*\*Please tick as appropriate*

Emergency Contact Name \_\_\_\_\_ Emergency Contact Number \_\_\_\_\_

Signed \_\_\_\_\_ (Parent/Carer) Dated \_\_\_\_\_

*(Please return this reply slip to Student Services by Friday 27 January 2023)*