

AFR/JJA



GLC Gateway Academy

All Different: All Equal: Together, Improving Upon Our Best

7 November 2023

Dear Parent/Carer

**RE: TRIP TO GOODWIN PROCTOR LAW PRACTICE – WEDNESDAY 29 NOVEMBER 2023**

I am delighted to inform you that your child has been chosen to go on an aspirational trip to the above London Law firm on **Wednesday, 29 November 2023**.

We will be travelling by coach to London, leaving the Academy at **08.30 am** and returning to the Academy at approximately **3.30 pm** (traffic permitting) when your child will be dismissed. Alternative arrangements will need to be made for your child's journey home from the Academy on this day. While the Academy has covered most of the trip expenses, we kindly request a contribution of £10.00 towards the cost of this trip and this can be paid via ParentPay.

Lunch will be provided and students will be required to wear school uniform. Your child must be reminded that they will be representing the Academy as they will be working in groups with members of staff from the practice throughout the day to experience working life in this field and will also participate in a networking lunch.

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 Tuesday 14 November 2023**. Students who do not complete and return the consent form will not be allowed to take part in this visit. Please note that places are limited and these will be allocated on a first come, first served basis.

If you have any questions or comments regarding this trip, then please do not hesitate to contact me on telephone number 01375 489000 or via email at [anna.fuller@theglc.org.uk](mailto:anna.fuller@theglc.org.uk). Details of this trip will also be added to the Academy website.

Yours sincerely

**Mrs A Fuller**  
**CAREERS COORDINATOR**

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**REPLY SLIP - TRIP TO GOODWIN PROCTOR LAW PRACTICE – WEDNESDAY 29 NOVEMBER 2023**

I Parent/Carer of: \_\_\_\_\_ (Student Name) would like him/her to participate in the trip to Goodwin Proctor Law Practice on **Wednesday 29 November 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 3.30 pm ☐

\*I am happy for my child to walk home from The Gateway Academy at 3.30 pm ☐

\*I have paid by child's contribution of £10.00 via ParentPay ☐

*\*Please tick as appropriate*

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

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

*(Please return this reply slip to Student Services by Tuesday 14 November 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.

