

JMI/DRO/JJA



GLC Gateway Academy

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

21 November 2023

Dear Parent/Carer

**RE: ROLLACITY GROUP 2 – REWARD TRIP – WEDNESDAY 13 DECEMBER 2023**

I am delighted to inform you that your child has been selected to attend The Gateway Academy's reward trip to Rollacity, Southend, on **Wednesday 13 December 2023**.

We will be travelling by coach, leaving at 11:00 am (students will need to arrive at the Academy at their usual time and attend Periods 1-3). We aim to return to the Academy by 3.00 pm (traffic permitting) when students will be dismissed. Alternative arrangements will need to be made for your child's journey home from the Academy on this day. Students do not need to wear school uniform; however, they will need to wear warm, comfortable clothing, including suitable footwear and a warm jacket. They will also need to either bring a packed lunch or money to buy food. Those students entitled to a free school meal can collect this at break time before they leave. The cost of this trip is £10.00 per student and this will cover the cost of their ticket and coach to travel to and back from Rollacity. Payment for this trip can be made via ParentPay.

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 with acknowledgement of your payment by **Wednesday 06 December 2023**. Students who do not complete and return the consent form will not be allowed to take part in this reward trip and must attend lessons as normal on this day. If you have any questions or comments, please do not hesitate to contact me on telephone number 01375 489000, or via email at [danielle.robertson@theglc.org.uk](mailto:danielle.robertson@theglc.org.uk)

Yours sincerely

**Miss D Robertson**  
**REWARDS COORDINATOR**

**REPLY SLIP**

**RE: ROLLACITY GROUP 2 – REWARD TRIP – WEDNESDAY 13 DECEMBER 2023**

I give permission for \_\_\_\_\_ (Student name) to attend reward the trip to Rollacity, Southend, on **Wednesday 13 December 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 3.00 pm ☐

\*I am happy for my child to walk home from The Gateway Academy at 3.00 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)

*Please return completed slip Student Services by Wednesday 06 December 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.



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