

16 January 2019

Dear Parent/Carer,

Re: Fieldtrip to Sheringham, Norfolk

I am delighted to inform you about your son/daughter's GCSE Geography residential fieldwork for 2019. The trip is an essential part of the Geography course and will form part of the final examinations in unit 1 and unit 2.

Whilst away students will practice geographical techniques and gather data to use in the final exams. The trip will be the highlight of the GCSE and is an excellent opportunity for students to visit the North Norfolk coast and participate in group fieldwork activities. The experience gained and skills developed on such a visit will remain with the students their whole lifetime.

Details and dates

As we have so many students studying the subject this year the trip will be held twice. The first group will leave on Wednesday the 3 April 2019 at 9.00 and return on Thursday the 4 April 2019 at 3.25pm. This will be group 10BGg1-Mr Heydinger and group 10DGg1 Miss Diver along with 13 students from Miss Diver's group 10CGg2.

The second trip will go on Thursday 4 April 2019 at 9.00am and return on Friday the 5 April 2019 by 3.25pm. This will be group 10CGg1- Mrs Franklin and Group 10BGg2- Miss Robinson and 14 students from Miss Diver's group 10CGg2. We will inform the students in Miss Diver's 10CGg2 group which trip they will be attending before half term.

Target Group:

All pupils from GCSE Geography groups are expected to attend as discussed when students chose their GCSE options.

Travel:

The students will travel by coach operated by **Anita's Coaches**.

Accommodation:

A minimum of five staff will accompany the students to stay in the Sheringham Youth Hostel on each trip. This is on a full board basis but students will need a packed lunch for travelling on the first day. The hostel is clean and safe and students will remain inside all evening. There is a games room and television at the hostel. Students will be given more details of this nearer the time. We have used this accommodation for the past 10 years for this visit.

Equipment:

Students must attend in **clothes suitable for working outside**. Weather conditions may range from warm to extremely cold, so please ensure they are equipped with suitable coats/ hats/ gloves/ boots and waterproofs. Students will receive more details and guidance on equipment in due course. This will also be discussed in lesson with students and confirmed in writing to you.

In an emergency you should ring the school telephone number to contact a student on the visit **01279 655936**.

Principal - Dr Chris Ingate

Registered office - Parsonage Lane • Bishop's Stortford • Hertfordshire • CM23 5BD

Telephone: 01279 655936

Email: admin@birchwood.herts.sch.uk

Website: www.birchwoodonline.co.uk

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Cost:

The cost of the visit will be £85, to cover the cost of transport, full board, accommodation and insurance. Please complete the slip below and return to our finance department. Payment can be made using the Parentpay system or by cash (exact amount please) or a cheque made payable to "Birchwood High School" in a finance envelope. The deadline for payment is Friday 01 March 2019. If your son / daughter is currently in receipt of Free School Meals, the cost of the trip will be met in full by the school, but it is still essential that you return the reply slip in the envelope to the Finance Office.

If you believe your child may qualify for Free School Meals, please visit our website and click on the [Financial Advice to Parents/Carers \(including Pupil Premium\)](#) button.

A summary of our Travel Insurance Policy is available on the school website.

Please get in touch with Mrs Dixon via e-mail if you have any queries about the trip.
jdixon@birchwoodhigh.co.uk

Yours Sincerely,

Mrs A Franklin
Humanities Faculty

Reply Slip: Please hand to Finance on or before 1 March 2019

I give my permission for:

Name..... (Student) Form.....

to attend the Geography fieldtrip to **Sheringham 2019**. I have filled in a consent form for school trips already.

I have chosen to make payment of £85 via parent pay. Date.....

I enclose cash cheque for £85 to cover the cost of this visit

I am entitled to Free School Meals

Signed.....Parent/Carer Date.....