



September 2023

Dear Parent,

Headteacher - Patrick Earnshaw
Deputy Headteacher - Mathew Downs

Year 11 Geography Swanage Fieldtrip 2023

As part of the GCSE Geography course, students have to collect data in both a human and physical setting, which is part of their paper 3 examination in the summer. This is worth **30% of their Geography GCSE**. Therefore, we are pleased to be offering a fieldtrip to Swanage where students will investigate coastal processes, management and land use around the town. This fieldtrip will also support their learning in the Coasts topic.

To ensure students gain the highest support possible, we will be working alongside the Outdoor Education Service - Leeson House, who are experts in this field and have worked alongside AQA to lead quality fieldtrips, specifically in relation to the GCSE Geography Paper 3.

Your child will be going to Swanage on either Monday 25th September 2023 OR Monday 2nd October 2023.

On each day we will be leaving school at 8.00am, therefore students need to be at school by 7.45am to be registered. We will be returning to school at approximately 4.30pm.

- **11Ge1/A (Mr Chant) and 11Ge2/A (Mr Coyle) will be going on Monday 25th September 2023**
- **11Ge1/C (Miss Stewart) and 11Ge1/D (Mr Chant) will be going on Monday 2nd October 2023**
- **11Ge1/B (Mr Houghton) – your child will be going on EITHER Monday 25th September OR Monday 2nd October. Your child will be told which day they will be attending the trip in their Geography lesson.**

Students will need to bring a packed lunch and plenty of drink for the day. Please ensure your child brings/wears sun cream and wears suitable clothing (we will be collecting data on the beach and in the town). Students also need to bring writing equipment; the Outdoor Education centre will provide clipboards and booklets. The cost of this fieldtrip is **£27**, which covers the cost of transport to and from Swanage, insurances and the expertise from the Outdoor Education Service. Payment should be made using the school's on-line WisePay facility. Please make a note of your WisePay receipt reference, as you will need to provide this on the attached medical consent form. Receipts are generated automatically on WisePay and sent to the email address you supply when making the payment.

Please note - student poor behaviour and/or attendance could mean your child's place on the trip is revoked. You may not be entitled to a refund.

Please complete the attached reply slip and medical form and return to your Geography teacher by **Monday 18th September 2023**.

Yours sincerely,

Mr D Houghton
Head of Geography



STUDENT NAME TUTOR

TO BE RETURNED TO YOUR GEOGRAPHY TEACHER – PLEASE INDICATE BELOW:

- MR HOUGHTON MISS STEWART MR CHANT MR COYLE

PARENTAL CONSENT FORM (for children and young people under the age of 18)	
The purpose of this form is to obtain your consent for your child to take part in the proposed event.	
DATA PROTECTION	
Highcliffe School is a Data Controller for the purposes of the General Data Protection Regulation (2018). This Act regulates how we obtain, use and retain information about individuals. The information you supply is being collected for the purpose of gaining your consent. When you sign <u>or</u> complete this form, you are providing your consent to Highcliffe School holding your personal information for this purpose. This information is used only for the purposes for which it is given and is not passed on to a third party.	
DETAILS OF PROPOSED EVENT	
Event: YEAR 11 GEOGRAPHY SWANAGE FIELDTRIP	
Additional information: MONDAY 25TH SEPTEMBER OR MONDAY 2ND OCTOBER 2023	
ACKNOWLEDGEMENT OF RISK	
This event poses additional risks to those encountered during a normal day. We have assessed those risks and believe that the planning undertaken and systems agreed to control and manage the risks have reduced the chance of harm to an acceptable level. To help with safety all participants are expected to behave in a responsible manner at all times during the event. They must take direction from any leader and follow all instructions or guidance given. Details of planning and risk assessment are available on request.	
STUDENT'S DETAILS	
Full name:	
Home address:	
MEDICAL / EMERGENCY CONTACT INFORMATION	
PRIMARY EMERGENCY CONTACT DETAILS	ALTERNATIVE EMERGENCY CONTACT DETAILS
Surname:	Surname:
Forename:	Forename:
Home address (inc postcode):	Home address (inc postcode):
Home telephone number:	Home telephone number:
Mobile telephone number:	Mobile telephone number:
Relationship to student:	Relationship to student:
GP name:	GP surgery address (inc postcode):
Surgery telephone number:	



STUDENT NAME TUTOR

TO BE RETURNED TO YOUR GEOGRAPHY TEACHER – PLEASE INDICATE BELOW:

MR HOUGHTON MISS STEWART MR CHANT MR COYLE

STUDENT'S MEDICAL INFORMATION
Please provide detail of all medical conditions and illnesses and any treatments required to maintain health.
This information helps us to keep your child safe

Asthma or bronchitis	YES / NO	Allergies to any known medication	YES / NO
Heart condition	YES / NO	Any other allergies, eg material, food, plasters	YES / NO
Fits, fainting or blackouts	YES / NO	Other illness or disability	YES / NO
Severe headaches	YES / NO	Travel sickness	YES / NO
Diabetes	YES / NO	Regular medication	YES / NO

If the answer to any of these questions is YES, please give details:

TRIP PAYMENT
All trip payments are to be made using the school's online WisePAY facility

I have paid using WisePAY and my reference number is	YES / NO
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CONSENT DECLARATION

I have received full details of the event, am satisfied with the arrangements and give consent for my child to take part in the proposed event.	YES / NO
I give consent for my child to receive emergency medical treatment, including anaesthetic, as considered necessary by any medical doctor present, should the need arise. I have provided detail of all medical conditions and illnesses and any treatments required to maintain health. I give consent for the members of staff to act 'en loco parentis' for the duration of the trip.	YES / NO
I give consent for my child to be photographed during the event and for these photographs to be used in school media.	YES / NO
Any other information that may affect the safety of my child or any other persons and/or the organisation of the event has been provided to the organiser.	YES / NO

COVID-19 GUIDANCE

In the event that your child begins to show symptoms of Covid-19 or tests positive for Covid-19 prior to the trip date or on the morning of the trip you must inform the school in line with our school policy and accept your child may not be able to attend the trip and may still be charged.
Please note that the venue you are travelling to may have their own policy regarding Covid-19 safety measures which your child will need to adhere to whilst on the school trip. The teacher will ensure that all students are aware of what these measures are before entering any venues.

TRAVEL INSURANCE

If you have any medical concerns that may impact on your child's ability to travel, please refer to our medical/travel insurance guidelines on the following link <https://highcliffe.school/I/TravellInsurance>

Signature: _____ Print name: _____ Date: _____