

13 January 2015

Dear Parent/Guardian

Year12 JCB visit 6 February 2015

We are pleased to announce that we are organising a trip for our Year 12 A Level Business Studies students to the JCB factory in Stoke to study their production activities. This trip will take place on Friday 6 February during school time, although we do need an early start.

We will be leaving school at 8:15am and returning at 2:00pm and travelling in the school Minibus. During the visit we will be attending a presentation on their manufacturing facilities and taking a personal tour of the assembly line. Due to the length of the tour all students need to wear suitable footwear.

The total cost is £17.50 which covers our transport and entrance. This can be paid using Tucasi online payments via the school website or alternatively using cash or cheque. Please make cheques payable to Helsby High School with your child's name written clearly on the back.

Please return the slip below with either cash or cheque to the Finance Office no later than Friday 23 January. We are asking parents for a voluntary contribution towards the cost of the visit as without such contributions the trip cannot run. If you would like your child to participate, but will have difficulty in contributing, please let me know.

Yours Sincerely



E Dougherty (Mrs)
Business Studies Department



PLEASE RETURN REPLY SLIP AND PAYMENT TO: Finance office by 23 January 2015

NAME OF Trip: Year 12 JCB Visit: 6 February 2015

Name of Student: **Form:**

I do / do not give my permission for my son / daughter to attend the above trip.

I have made provision for my child to be at school for 8:15am

Signed: (Parent/Carer) Date:

Emergency Contact No: Home Tel No:

Medical Information (include any allergies or currently prescribed medication):

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I enclose cash/cheque (payable to Helsby High School)	£
I have paid online	Date