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March 2018

Dear Parent/Guardian

Re: Kew Gardens Art trip – Year 10

As part of the GCSE Art and Design course, we are offering Year 10 students the opportunity to visit Kew Gardens. The trip is planned to take place on **Tuesday 19th June**. We will be leaving The Holt School at 8.45am and will return by 3.30pm. This trip will provide students with an opportunity to make first hand observations of unusual plant life and produce a valuable set of photographs. The work created on the trip will form the inspirational starting point for a major GCSE coursework project that extends into Year 11 and will cover all the required assessment objectives.

To cover costs, including insurance, we need to ask for a voluntary contribution of £17.00. In addition, your daughter may wish to take extra money to buy postcards at the shop. We require voluntary contributions from parents to make the trip viable, as normal school resources could not cover these costs. However, it is an excellent educational opportunity and we hope you will be willing to support the trip. We reserve the right to cancel this trip should we not have the take up required. In case of severe financial hardship please contact Ms Royle, Assistant Headteacher who may be able to put you in touch with agencies that could help, or to discuss the situation.

Payment for the trip needs to be made via WisePay; simply login to your WisePay account for details. If you need a reminder of your WisePay login please e-mail j.gale@holt.wokingham.sch.uk. In the event of difficulties using this system, please telephone Mrs Simmons, the School Finance Manager.

Payment for the trip will be deemed as your giving consent. However, **if the school receives Pupil Premium funding for your child**, then please give your consent here <https://www.surveymonkey.co.uk/r/PP2017-18> and do not make a payment.

By giving consent, you are agreeing to us sharing your child's data with third party suppliers with whom The Holt School has an 'Information Sharing Agreement' in place. You are able to check and amend the data that we hold for your child using the SIMS Parent App. Please ensure this is always kept up to date.

The deadline for this trip is **Thursday 24th May**. Please ensure you have made payment, or in the case of Pupil Premium, given consent by this date.

Yours sincerely

Miss Schotting
Teacher of Art