

May 2019

Dear Parent/Guardian

**Re: Royal Grammar School Speakers' day – 2<sup>nd</sup> July 2019**

We have been invited to attend the Royal Grammar School (Guildford) Economics Speakers' Day. The programme for the day will provide a broad-ranging and fascinating spectrum of topics (including Brexit).

Students will travel by train leaving Wokingham Station at 08.00 and be returning by 17.00. Students will make their own way to and from Wokingham Station.

During the lunch break students will be allowed to go into Guildford. They will be in small groups and will not be supervised by members of staff, they will, however, know where to find a staff member and will also have the lead staff member's mobile phone number.

To cover costs, including insurance, we need to ask for a voluntary contribution of £15.00. 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. Should the trip be oversubscribed we will run a ballot and the students will be told via a notice whether they have been successful or not. Those unsuccessful will receive a full refund.

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 [n.hopkins@holt.wokingham.sch.uk](mailto:n.hopkins@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 [Pupil Premium](#) and do not make a payment.

By giving consent, you are agreeing to us sharing your child's data with the organising company and any necessary third party suppliers. 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 **Friday 7th June**. Please ensure you have made payment, or in the case of Pupil Premium, given consent by this date.

Yours sincerely



Mrs M Styles  
Head of Economics and Business Studies