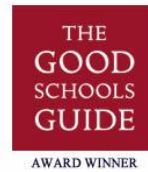




Headteacher: Mr J Grant
Sackville School, Lewes Road, East Grinstead,
West Sussex RH19 3TY
Tel: 01342 410140 Fax: 01342 315544
Email: secretary@sackvilleschool.org.uk
www.sackville.w-sussex.sch.uk



October 2019

Dear Parent/Carer

British Airways Engineering Visit, Gatwick – Tuesday 19th November 2019

I am pleased to inform you that your child has the opportunity to visit the British Airways engineering department at Gatwick Airport.

The visit will be of great benefit to the students on the Cambridge Engineering course and examination. It will involve students looking at the maintenance inspections, quality control and going onto a plane, which will support this course.

Due to the nature of the visit and being airside, students will need a valid passport. The passport must be handed in to me by Friday 15th November 2019 and will be returned after the visit has been made.

Students will be taken by minibus from Sackville School to hanger 6, British Airways, at 2 different time slots as follows:-

- Group 1 will leave at 9.00am and return by 1.00pm.
- Group 2 will leave at 11.00am and return by 3.00pm.

Students will be told in advance which group they are travelling in.

You are invited to make a voluntary contribution of £1.00, which will cover the cost of the transport. Please remember that if your child is eligible for the Pupil Premium government grant we will use that to pay for the full cost of the British Airways Engineering visit. All you need to do is tick the consent box on the attached reply slip.

Insurance for all school trips is arranged through West Sussex County Council. Full details of the policy can be found on our website at <https://sackville.w-sussex.sch.uk/parents/school-trip-insurance/>. Peanuts or peanut related products are not allowed to be taken on any school visit.

To ensure that your child takes part in this exciting opportunity, please complete the reply slip attached and return, with payment of £1, to me by Friday 8th November 2019.

If you have any queries, please do not hesitate to contact me.

Yours sincerely

Mr K Treen
Curriculum Leader of Design & Technology, Computing and ICT



To: Mr K Treen- Curriculum Leader of Design & Technology, Computing and ICT

British Airways Engineering visit – Tuesday 19th November 2019

Please return this slip with payment of £1 by Friday 8th November 2019.

Name of student _____ Form _____

(Please tick as appropriate)

I give permission for my child to participate in this trip and enclose £1.

My child is eligible for the Pupil Premium government grant (please tick box).

We will use the emergency contact details we have on our database for your child for this trip. If however, the contact will be different for the duration of this trip, please fill in the details below:

Emergency contact telephone number _____

Emergency contact name (please print) _____

Parent/Carer name (please sign) _____

Parent/Carer name (please print) _____

Date _____