

Our Ref: ECO/HMO
18th April 2024

Dear Parent/Carer

We are delighted to offer year 7 and year 8 students the chance to attend The Big Bang Fair taking place at The NEC in Birmingham on Wednesday 19th June 2024.

The Big Bang Fair inspires the next generation with hands-on STEM activities, experiments and workshops which will leave you on the edge of your seat. Students involved in the Youth STEM Awards will be able to use this trip as evidence towards their award.

On the date of our visit, all participating students and accompanying staff will travel by coach departing from the Academy at 9:00 am to arrive for our time slot which begins at 1pm. We expect to arrive back at the Academy at approximately 7.30pm and I would be grateful if you would please make arrangements to collect your son/daughter from the Academy at this time. It would be helpful if you would please provide your son/daughter with a packed lunch, drinks and snacks for the duration of the trip.

We are asking for a contribution of £30 cover the cost of this visit. You will appreciate that the activity will not be able to take place if sufficient funds are not forthcoming. However we do not want the cost to be a barrier. If you would like your child to participate but would like to request support with the cost, please do contact Mrs. Logan via nlogan@ormistonsudbury.co.uk. All requests will be dealt with in confidence. Please be aware that the theatre's terms and conditions state that once we have committed to the event, there are no refunds, therefore the trip cost is non-refundable.

It is easy to make a payment online provided you have already registered to access our Cashless Catering/Online e-payments system. If you have not yet registered, please contact Mrs N Logan, nlogan@ormistonsudbury.co.uk to request registration details if you have misplaced the instructions that were sent to you in the post at the start of term. Simply log onto <https://www.ipayimpact.co.uk> with your Username and Password. From the Home Page, click on Accounts and select your child's name, followed by the Details button to the right of the Fund Name 'Big Bang Fair. Finally, go to the basket and make your payment. Please indicate that you have made the online payment on the attached slip.

Please note: unfortunately, places on the trip cannot not guaranteed until payment has been made, as tickets are strictly limited and will be allocated on a first come, first served basis.

We would like all students to have the chance to access this opportunity should they wish to. If the cost is a barrier, please contact Mrs. Logan for a confidential conversation.

On the day of our visit, students must be dressed in full and correct uniform - as detailed in student planners and on the website - to be allowed to join this trip. Unfortunately, any students who do not comply with our expectations regarding uniform will be asked to remain in the Academy. I must also mention that, if at any time from now to the date of the trip, your child's behaviour is considered by the Academy to be unacceptable and might cause serious concern whilst away from the site, the right is reserved to refuse to take him/her/them on the trip. However, I am sure all parents understand how important trust, behaviour and safety issues are on these occasions.

To give permission for your child to participate in this trip, I would be grateful if you would please complete the attached permission slip and return it to the Academy Office by **break-time on Friday 10th May**.

Should you have any questions, please do not hesitate to contact me at the Academy.

Yours sincerely,



Miss E Cooke

Teacher of Design and Technology

Reply Slip
Ormiston Sudbury Academy
'The Big Bang Fair, The NEC Birmingham, 19th June 2024

Student's Name: _____ Year & Tutor Group: _____

Student's Mobile Tel No: _____

I refer to Miss Cookes letter dated 18th April and give permission for my child to participate in the visit to The Big Bang Fair at The NEC in Birmingham on 19th June 2024. I undertake to collect my child from the Academy at 7.30pm.

I have made an on-line payment of £30 (please state the order number): _____

Please note until payment is received the place is not guaranteed as we have a limited number of tickets.

I understand that this contribution is non-refundable.

For the duration of the trip, the emergency contact person/number will be as follows:

Name: _____

Relationship to Student: _____

Tel: _____

Medical/Dietary/Other information about the student of which accompanying staff should be aware:

Signed: _____ Date: _____

Name of Parent/Carer: _____ BLOCK CAPITALS PLEASE

In the event of a small surplus remaining in the trip/activity fund after all settlements have been made:

I am happy to donate this to the Academy fund

or

I wish to receive a refund please tick as appropriate.

If your child is entitled to a Free School Meal and you would like to order a packed lunch for the day of the trip, please indicate here: YES / NO

PLEASE NOTE:

If your son/daughter has a medical condition which necessitates the administration of medicine, please indicate on this reply slip and arrange for medication to be given to the teacher in charge on the day of the trip. For those students who carry such items as asthma inhalers and Epi-pens, students should confirm with the teacher in charge that they have medication with them and should confirm where it is to be kept during the day. Medication will be returned to your child at the end of the off-site visit.

If you feel your child's condition requires a Health Plan, please contact your child's Head of Year in the first instance.

Please return completed slip via the post box outside the Attendance Office by **break-time on Friday 10th May2024**

- Thank you.