



**Ormiston
Sudbury
Academy**

Ormiston Sudbury Academy
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Principal: Mrs S Morris, BSc Hons, ARCS, MBA

Ref HBO/NLO
1 October 2025

Dear Parent/Carer

Suffolk Future Skills Fair, Suffolk New College, Ipswich

I am writing to inform you that on Monday 3 November 2025, students in Year 10 will have the opportunity to visit the Suffolk Future Skill Fair at Suffolk New College, Ipswich. At this event students will be able to participate in interactive workshops, attend career presentations and find out about further education, employment and training, helping support them to make future choices.

On the day of the trip we will be leaving the Academy by coach at 10.15am and returning at approximately 3.10pm. There is the possibility that we might not be back in time for the school buses, so please bear this in mind when booking a place and that alternative transport arrangements may need to be made. Students must be dressed in full, correct uniform, as detailed 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. Students may wish to bring a snack, packed lunch or money to purchase food at the event, if your child/young person is entitled to a free school meal please indicate this on the permission form.

We are asking for a contribution of £5.00 to 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 note that places are issued on a first come, first served basis and no space is secured until the contribution has been made. Please be aware 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. 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 'Suffolk Future Skills Fair'. Please complete the permissions form and make payment to secure the place. Please complete this form by Wednesday 22nd October 2025. Places can be booked from **Friday 3rd October, 9am**.

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. I am sure all parents understand how important trust, behaviour and safety issues are on these occasions.

If you have any questions regarding the visit, then please do not hesitate to contact me at the Academy.

Yours sincerely

Helen Boreham
Careers Adviser
hboreham@ormistonsudbury.co.uk



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