

15th September 2011

To Parents of Year 12 A Level Biology Students

I am pleased to tell you that a one day Biology field trip has been arranged to the Epping Forest Field Centre on Friday 7th October. Travel will be by tube from Archway to Loughton (central line) and by taxi to the centre. **Students should be at Archway tube station at 8.25 a.m. on the morning of the visit and they will travel together with a member of staff to Epping.** Students will leave the centre at around 4.30 p.m at the end of the day.

The cost of the trip will be about £30.00, which will include tuition at the centre and taxi expenses. The final total will be added to your end-of-term fee bill. Mr Frank and Mrs Ogidan will accompany and supervise the students. The Field Centre staff will be providing tuition. Students will need to bring their own lunch.

The visit will cover the Biodiversity aspect of the AS course and should prove to be an enjoyable and fully educational experience.

Please find enclosed a kit list of suggested items for girls to bring. Girls will be escorted to Epping tube station on the way home at the end of the day, but with your permission can then take their own route home in the evening. Please sign the **parental consent form** for attendance on the course and independent travel home. I will also require you to complete the attached **medical form**. Both forms should be handed in to Mr Frank by **Monday 26th September**.

Enclosed are details of the location of the field centre and below are the contact numbers of the field centre and attending members of staff. These numbers are for emergencies only.

Epping Forest Field Centre: 020 8502 8500
Staff emergency number: 0780 7462 334

Should you have any queries then do not hesitate to contact Mr Frank via info@channing.co.uk.

Yours sincerely

Mr S Frank
Head of Biology



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Parental Consent

Year 12 Biology Field Trip : 7th October 2011

Name of pupil : Form:.....

- I agree to allow my daughter to attend the Biology Field Trip on Friday 7th October and to having the cost of approximately £30.00 added to my end of term bill.
- I agree to my daughter travelling home independently from Loughton tube station.

Signed Date