



15 September 2021

Dear Parent/Guardian

Year 7 and Year 8 English Trip to the Warner Brothers (Harry Potter) Studios – Thursday 25 November 2021

We have been lucky enough to secure tickets for a trip for 50 students from Year 7 and Year 8 to the Warner Brothers (Harry Potter) Studios on Thursday 25 November 2021. We will be leaving the school at 9.30am and returning to Maiden Erlegh School in Reading at approximately 4.00pm. Students are expected to arrive at school for 8:40am as normal. Students will be touring the studios, viewing the famous film sets from the Harry Potter films and the models, drawings, costumes and animatronics which all went into the making of the films. The visit will help students to see how films are made and is particularly interesting from the point of the view of the design and technology that goes into making the films. Students will need to bring a packed lunch with them, which we will eat at the studios and they should wear school uniform as usual. Should students wish to make any purchases at the studios they should bring money with them. However, please note that the school takes no responsibility for any money or purchases of students.

There will be a voluntary contribution of £30.00 per student. Without this contribution, the trip may be unable to go ahead. **Please note this is a non-refundable payment.** This payment will cover the entrance fee and travel by coach. There are places for 50 students and the trip is open to all Year 7 and Year 8 students. Please complete the Google Form [here](#) to express interest in a place on the trip by **Friday 24 September**. If the trip is oversubscribed, then names will be pulled out of a hat.

Please note that students who receive a place on the trip will receive a letter informing them of this and with directions of how to make payment via ParentPay by a listed deadline. We may be able to provide financial assistance for those students who are eligible for pupil premium funding – please note this would be a contribution towards the cost of the trip and not for the full amount. If you would like to discuss this possibility, please complete the Pupil Premium Request Form on the school website which can be found [here](#). This should then be handed or emailed to the relevant Assistant Head of Year (Year 7 – Mr M Pearce, Y8 – Mr W Galvin) before the stated deadline. If you are emailing this form, please send this to MERoffice@maidenerleghtrust.org. *Payment should only be made if you are in agreement with the conditions set out in the Parent Agreement below.*

Parent Agreement

I have read the information letter regarding the above named trip and agree to my child participating. I understand that I am responsible for ensuring:

- That my child arrives for departure on time and for making arrangements for them to get home on our return.
- **Staff have up to date and accurate contact and medical details at the time of departure, and all relevant medication. Please email MERoffice@maidenerleghtrust.org or update the information directly via the SIMS Parent App if your child's medical information has changed.**
- My child has appropriate clothing and food for the trip.
- I also understand that it is my child's responsibility to make up for any missed classes or homework and to do so at an appropriate standard. I will support them to do this.
- I agree to the remote supervision of my child.

If your child requires any medication e.g. an inhaler, this must be brought on the trip or your child will not be allowed on the trip. A refund will not be possible if non-attendance is due to failure to provide the correct medical equipment/ medication.

Please note that representing the school on a trip, fixture or at an event is a privilege and we reserve the right to withdraw that privilege for students who are persistently late to school or lessons, do not follow our uniform or behaviour policies or bring the school into disrepute in any way. Please be aware that once accepted on this trip, monies cannot be refunded unless a replacement can be found.

Please address any questions regarding this trip to me through the school reception. If you have any queries regarding Parent Pay, please email merparentpay@maidenerleghschool.co.uk

Thank you in advance for your support.

Yours sincerely



Miss B Davies
Head of Year 11

Key Information

Visit to:	Warner Brothers (Harry Potter) Studios
Trip leader:	Miss B Davies
Year group:	Year 7 and Year 8
Date:	Thursday 25 November 2021
Meeting place and time:	Maiden Erlegh School in Reading
Departure time:	9.30am
Anticipated collection time:	4.00pm
Transport:	Coach
Cost:	£30.00
Dress code:	School Uniform
Food and Drink:	Packed lunch and a drink