



4 September 2024

Dear Parent / Guardian

Years 10 & 11 - Expression of Interest
Visit to Houses of Parliament in London – Monday 21 October 2024

We have been lucky enough to secure tickets to take 32 students to visit the House of Parliament in London on Monday 21 October 2024.

Visit to:	Houses of Parliament - London
Trip leader:	Mr Graham / Mrs Gale
Year group and subject:	Year 10 & 11
Date:	Monday 21 October 2024
Meeting place and time:	8:40 am Maiden Erlegh School in Reading, 81 Crescent Road
Departure time:	9:00 am
Anticipated collection time:	4:10 pm (approximately depending on traffic)
Transport:	Coach
Cost:	£21.00
Dress code:	School Uniform
Food and Drink:	Packed lunch and a drink

Students will be touring the House of Parliament and engaging in a workshop. There may also be the opportunity to have a Q&A session with our local MP or a member of the House of Lords (subject to availability on the day). Students should bring a packed lunch and drink with them. During this activity, students may be supervised remotely, and should remain in their group at all times. As ambassadors of the school, students will be expected to behave in an exemplary manner.

This is a recreational trip and a voluntary contribution of £21.00 per student is requested. Without full contribution, we will be unable to proceed with the trip. **Please note this is a non-refundable payment.** There are 32 places available, and the trip is open to all students. If the trip is oversubscribed, then names will be pulled from a hat. Please complete the Google Form [here](#) to express your interest in booking a place on the trip no later than Sunday 15 September.

Students registered for pupil premium funding may be eligible for financial assistance. If you would like to request a contribution towards the cost of the trip (this won't cover the full cost of the trip), please complete this [form](#) (link at the bottom of the page) and email this to the school office.

Students receiving a place will receive a letter confirming this, with directions of how to make payment via ParentPay by a listed deadline.

If your child is asthmatic or requires any other medication (e.g. epipen), this must be brought on the trip or your child will not be allowed to attend. Please note that you will not be entitled to a refund if your child is unable to attend the trip due to a failure to provide all relevant medicine and/or medical equipment.

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 ParentPay, please email merparentpay@maidenerleghtrust.org.

Thank you in advance for your support.

Yours sincerely



Miss B Davies
Assistant Headteacher