

21st November 2016

Dear Parent or Carer,

RSA Takeover Day Trip – Tuesday 29th November 2016

Your child has been given the opportunity to take part in this year's RSA Takeover Day, an annual event that is designed to allow pupils to get a better understanding of the workings of the RSA and how it makes its funding decisions. The RSA offers a large amount of funding to commercial and research-based projects which will benefit society in general. Our pupils will be presenting their ideas for a project which will benefit the whole school, whilst also competing against other schools in the RSA Academy Group.

Key visit information is as follows:

- **Pupils must be at school ready to leave at 7:45 am.** They should wear a **warm coat, sensible footwear** and **school uniform. They will not need bags or pocket money.**
- They will travel to London in Academy minibuses, arriving just before lunchtime. There will be a toilet break at Beaconsfield Services.
- They will eat a **packed lunch that they have brought themselves** at the RSA. Please send lunch in a plastic bag which can be disposed of (not lunchbox). Drinks should be disposable too, please. If your child has free school meals and needs a lunch provided from school, please indicate this on the consent form.
- They will participate in workshops and presentations, culminating in a 'Dragon's Den' style pitch at the end of the day.
- They will eat an evening meal at Pizza Hut (a very short distance from the RSA building) which is **paid for by the RSA.**
- They will leave London at approximately 6pm and **return to school at approximately 9pm.** There will be a toilet break at Oxford Services.

Please complete the permission slip and consent form attached.

Yours faithfully,

Mrs Chadwick
Takeover Day Facilitator

RSA Takeover Day 29th November 2016

I give my permission for my child _____ class _____

to participate in this visit.

Please indicate below if your child has any special dietary requirements or allergies that we should be aware of (NB pupils will be visiting Pizza Hut):

On their return to school they will:

- Walk home alone be collected
- My child has Free School Meals and I would like a packed lunch to be provided.

Signed: _____ Date: _____

On the date of the trip, I can be contacted on:

Tel contact 1: _____

Tel contact 2: _____

Please return this form to Mrs Chadwick with the attached medical form.