

## PARENTAL/STUDENT CONTRACT FOR London Expressive Arts Trip 2019

Dear Parent/Carer,

We are responsible for your child from the moment you place them into our care in the Park and Ride until we return on the Sunday. Therefore, I would be grateful if you could carefully read the following conditions with your son/daughter in preparation for the visit to London and reply via the online form before Friday 14<sup>th</sup> June **Please be aware that any persistent misbehaviour may result in parents being asked to collect their child at their own expense.**

The hostel which is not solely used by school parties have some rules which as the party leader I am expected to read out to our students. I will do this but I included them in our list of expectations below.

- Seatbelts will be worn on the coach at all times.
- All wrappers and left over food items will be disposed of within the rubbish bags provided on the coach journey. NO CHEWING GUM ALLOWED - The drivers will not allow chewing gum on the coach.
- NO ENERGY DRINKS TO BE CONSUMED AT ANY TIME ON THIS TRIP – however it will be warm in the Capital and therefore students must drink plenty of water and will be encourage to have a refillable bottle.
- NO ALCOHOL /DRUGS/SMOKING TO TAKE PLACE – if students do, consequences may result in parents being asked to collect their child at their own expense. Smoking also includes vaping and e-cigarettes.
- Students must only use public transport when accompanied by their headcount teacher.
- All students will adhere to the timings for bedtime/breakfast/meeting times.
- All students must eat breakfast and be dressed appropriately for breakfast (no pyjamas).
- Student clothing should be practical and comfortable (it must not be provocative / revealing!!)
- During periods of free time it is important that all students stay in group of 3 or more at all times.
- Students are responsible for their electrical equipment (phones,ipads,ipods etc) The staff will not be responsible for this equipment. NO HAIR STRAIGHTENERS ARE TO BE BOUGHT ONTO THIS TRIP, THEY ARE A HUGE FIRE RISK.
- Students must give all prescription medication to their headcount teacher– NO STUDENT IS TO SELF ADMINISTER PAINKILLERS. No un-prescribed medication can be bought on the trip. Students must carry their own inhaler and give the spare to their headcount teacher

### RULES AND REGULATIONS FROM THE Hostel

#### Fire Alarms

In the event of a fire alarm guests must evacuate the building down the fire escape staircase and walk to the assembly point on the other side of the road to the hostel. Lifts must not be used. Fire notices can be found on the back of every bedroom door. Any found to be interfering with the fire alarm, smoke detection equipment, etc will be charged a fine of £100 & will be asked to leave the premises.

#### Noise Levels

Remember to consider other guests and our neighbours. Students MUST be quiet after 23:00pm. Anyone causing noise will be given 1 warning, if they continue, they will be asked to leave the building.

No refund will be given and a penalty of £50 per person will apply. (EG A ROOM OF 6 WILL HAVE A £300 FINE)

#### Security and Access to the Buildings.

A key card system is used to unlock corridors and bedroom doors. A small fine will need to be paid if this card is lost.

#### Damage to the Hostel Room

Groups may be charged for damages to any parts of our premises; accidental or otherwise caused by the behavior of their group members.

I hope that you find the above agreeable, should you have any concerns please contact me at school.

Please complete the slip below to confirm that you have read and agree to the conditions above.

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I, the Parent/Carer of \_\_\_\_\_ Tutor \_\_\_\_\_ have read the above conditions with my child regarding the London Expressive Arts Trip 21<sup>st</sup> June to 23<sup>rd</sup> June 2019

I understand that I am responsible for collecting my child at my own expense should the party leader deem it necessary

Signed \_\_\_\_\_ Date \_\_\_\_\_