



Fort Pitt Grammar School



26 January 2018

Dear Parent / Carer

Trip to the Knit and Stitch Show on Thursday 1 March 2018

The Art and Design Department is hoping to arrange a visit to The Knitting and Stitching Show for all students studying Textiles in Key Stage 4 and 5. The show is the UK's largest textiles and craft event and takes place at Olympia in London. Its galleries showcase the work of the latest textile designers and craftspeople, with over 400 stands and more than 200 different workshops and lectures to attend. This trip is a fantastic opportunity for our students to see contemporary textiles and meet industry practitioners, providing inspiration for their own work.

We will be travelling by coach from school, leaving at 8.30 a.m. in the morning and returning at 5.30 p.m. Students will need therefore to be at school that day by at least 8.15 a.m. and must make appropriate arrangements to get home.

The cost of the trip will be £17.50 a head, which includes entrance to the event and the travel. The payment is a voluntary contribution, however, the visit will only take place if we have sufficient parental support. Cases of financial difficulty will, of course, be dealt with in confidence and sympathetically.

Students will need to bring a small sketchbook and some drawing materials, as well as a digital camera. It would also be advisable that they bring a packed lunch as prices in the venue itself are likely to be expensive. If your daughter is entitled to free school meals please indicate on the reply slip if she requires a packed lunch on the day of the trip. There will be opportunities to buy products, so they may like to bring a small amount of spending money.

As we have a short window of time to buy our tickets at this reduced price, please complete the attached reply slip and return this together with the payment placed in an envelope with your daughter's name, form and event written clearly on the outside. This should be given to the Main Office between 8.10 a.m. and 8.25 a.m. or during morning break by 8 February at the latest. Cheques should be payable to Fort Pitt Grammar School. Alternatively payments can be made to the school bank account, sort code: 08-92-99, account number: 65150432, reference: your daughter's name – Knit and Stitch or via Parent Pay. No cash payments will be accepted for this trip.

Yours faithfully

A handwritten signature in blue ink that reads 'F Bray'.

Ms F Bray
Head of Art, Design & Technology Department

Headteacher : Nick Watkiss BMus (Hons), NPQH, FRSA, FCoT, PQSI

Fort Pitt Hill, Chatham, Kent, ME4 6TJ ☎ 01634 842359 📠 01634 817 386
✉ office@fortpitt.medway.sch.uk 🌐 www.fortpitt.medway.sch.uk

To: Main Office, Fort Pitt Grammar School

I consent to my daughter _____ of Tutor Group _____ taking part in a school trip to Knit and Stitch Show.

- I enclose cheque for £
- I confirm that I have made payment to the school account / Parent Pay* (please delete as appropriate).
- I am in receipt of Free School Meals and would like to discuss payment with a member of staff.
- My daughter is entitled to free school meals and will require a packed lunch.
(Please advise if there are any special dietary requirements).

Please note that once you have consented and paid for a trip/event and the money has been paid over to a travel company/venue/organisation for an event or travel, no refunds can be made unless your daughter/son can find someone to replace her/him.

Should the necessity arise, I agree to the person in charge of the party giving consent on my behalf for an anaesthetic to be administered, or for any other urgent medical treatment to be given. **PLEASE ADVISE IF THERE ARE ANY EXCEPTIONS.**

Signature: _____ Date: _____
(Parent/Carer)

Name: _____

Emergency telephone number for 1 March _____

Give below any relevant medical information that may be required