



19 October 2022

Dear Parent / Carer

## Harry Potter Warner Brothers Studio Tour London Trip

I am looking forward to having your child attend the school's upcoming Harry Potter trip on Wednesday 2 November 2022. I am writing to provide some clarity with the logistics of the day and items that your child will need to bring.

Students are expected to arrive on time to school and register with their respective tutor and then make their way to the Ground Floor of the JMB Building where staff on the trip will meet the students. The coach will leave school site promptly at 9.00 am. As we will be travelling to the outskirts of London, the journey will be long and to ensure your child is as comfortable as possible, we will be allowing students to wear non-school uniform that is appropriate for the trip activity. Please ensure your child has a packed lunch for lunchtime to eat on the coach. For students who receive Free Schools Meals, lunch will be provided by the school. Alongside any money students wish to bring with them to purchase any souvenirs at the Studio gift shop, we ask that every student has with them between £5 - £10 to purchase their evening meal for when we return home and use a service station restaurant. Please note that those who receive Free School Meals will not have their evening meal covered. Alternatively, students may also bring a packed tea.

We will communicate with your child the exact expected return time to the school on route. However, we hope to be back for 9.30 pm. Once the return time has been communicated, we kindly ask you to ensure you collect your child promptly to avoid any delay. Students who live within close proximity to the school will not be allowed to walk home without an adult whose name we have on our system, due to safeguarding.

Yours sincerely

Mr. C. Stevens  
Designated Safeguarding Lead / Trip Leader