



13th September 2018

Cockney Hill, Tilehurst, Reading
Berkshire RG30 4EX
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Headteacher: Philip Davies

Dear Parent/Carer

**Safe Drive, Stay Alive Presentation – The Hexagon, Reading
Tuesday 6th November 2018 – 12.30pm-3.00pm**

I am writing to inform you that your son/daughter will be taking part in a visit to The Hexagon in Reading to watch the 'Safe Drive, Stay Alive' Presentation on Tuesday 6th November 2018.

The visit will take place during school hours – leaving Prospect School at approximately 12.30pm and returning to school by 3.00pm. All students will be expected to attend, regardless of whether or not they have timetabled lessons on this afternoon.

There is no cost to the students for this visit and I have arranged school trips insurance. However, I would be grateful if you could complete the slip below to acknowledge receipt of this letter and return it to Mrs Jeffery along with the completed Parental Consent and Medical Form.

If you wish your son/daughter to return home directly from The Hexagon after the presentation, please indicate this on the slip. All other students will be brought back to school on the coach.

Yours faithfully

Miss A Holt
Assistant Head of Sixth Form

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Safe Drive, Stay Alive Presentation – The Hexagon, Reading - Tuesday 6th November 2018 – 12.30pm-3.00pm

Please return to Mrs Jeffery, Sixth Form P.A. (by Friday 2nd November 2018)

Student Name: **TG:**

*I/we acknowledge receipt of your letter dated 5th September 2018, regarding the trip to The Hexagon on Tuesday 6th November 2018. *I/we have completed and returned the Parental Consent and Medical Form/Medication Consent Form.

Please tick if applicable

*I/we do give permission for *my/our *son/daughter to return home from The Hexagon independently.

*delete as necessary

Signed :..... Date:.....

Name (PLEASE PRINT) :.....