



Burnt Mill Academy

Head Teacher: Helena Mills BA Hons, NPQH

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04th November 2013

Dear Parent/Carer

In order to celebrate the success of our students in current Year 11, we have been invited to visit the Houses of Parliament by our local MP, Robert Halfon, on Friday, 29 November 2013.

We will be travelling by train and will leave school at 12.00pm in order to arrive at the Houses of Parliament on time. We will arrive back at Harlow Town Station at 6.00pm, travel permitting. Students will be dismissed from the station upon arrival.

There is no cost to students for this visit. We ask that all students wear their school uniform as they will be representing the school on this very special occasion.

If you would like your child to attend this event, please complete the parental consent form attached and return it to student services as soon as possible.

Yours sincerely

Mrs D Conlon
Assistant Head

Reply slip to Student Services - Miss Conlan

I would like my child
Tutor Group to take part in the trip to the Houses of Parliament on Friday 29th November 2013.

I have ensured that my child understands that it is important for his/her safety and for the safety of the group that any rules/instructions given by the staff in charge are followed.

I will collect my child from Harlow Town Station

I give permission for my child to make his/her own way home from Harlow Town Station

Signed: _____ (Parent/carer)

Date: _____

Emergency contact person and number: _____

