



24 September 2021

Dear Parents and Carers

***Re: Visit to Emmanuel College, Cambridge***

I would like to offer your child the opportunity to take part in the visit to Emmanuel College, Cambridge. The date of this trip is Thursday 21 October, leaving at 8am and returning at 4pm.

Students will take part in a number of activities organised as part of the trip to educate them about future possibilities. The itinerary is as follows:

- Tour of the college
- Sample tutorial
- Question and answer session
- Meeting Cambridge student ambassadors

There may be times during the trip when students are given free time. They should not go off on their own but should remain in small groups at all times. Staff will issue a contact number should any student become separated.

We will take a return coach trip to Cambridge. As the trip will take place during the school day, we are asking parents to make a voluntary contribution of £25.50 to cover the expense of providing the off-site activity. It is not compulsory for students to take part in the visit but the experience will enhance their understanding of further education. If we do not receive enough voluntary contributions, it is likely that the trip will have to be cancelled.

If you are interested in your child participating, please fill in the attached consent form with full medical information and dietary requirements included. Please return the consent form to the finance office by Friday 8 October.

If you have any further queries, please do not hesitate to contact me at the school on 01277 238366 or [showells@st-martins.essex.sch.uk](mailto:showells@st-martins.essex.sch.uk).

Yours sincerely

A handwritten signature in black ink that reads "Howells".

Mrs S Howells  
***Assistant Headteacher & Head of Sixth Form***

***Be The Best You Can Be***