



18 October 2018

Dear Parents and Carers

**Re: Year 11 Trip to the Tate Modern**

I would like to offer your son or daughter the opportunity to take part in the Year 11 Trip to the Tate Modern. The date of this visit is the 26 November, we will depart school at 8:30am and arrive back at school by 4:30pm.

The students will be attending the Tate Modern and need to bring a packed lunch. The students will be visiting various exhibitions and will take part in an interactive guided tour. Students will be expected to behave responsibly in line with the St Martin's behaviour policy. The itinerary is as follows:

- Students meet at the Art Department to be registered 8:30 – 8:40
- Coach journey 8:40 – 10:00
- Visiting exhibitions, guided tour and lunch 10:00 – 2:45
- Return coach journey (allowing for traffic) 2:45 – 4:30

We will take a return coach to the gallery. The trip will cost £26 to students (this includes entry to the exhibitions and the interactive guided tour). The group will be led by me, Miss Levis. I will also be accompanied by Mrs Ashby and Miss Blackburn. Places on the trip will be randomly allocated by computer to ensure fairness. You do not need to enclose a deposit at this stage and if your child is successful in gaining a place you will be informed when the payment is required. It is important to note that should the payment deadline be missed your child's place on the trip may be in jeopardy. Unsuccessful students will be placed on a waiting list.

There will be certain times when students are allowed free time. At these times they may be permitted to wander more freely, but in small groups no smaller than four. Students will not be allowed to wander alone or outside the defined area or leave the group without the explicit permission of staff. It is important that parents realise that individual students will not be under the direct supervision of staff at all times during the visit although staff will remain within the designated areas so they are available should difficulties arise. An emergency number will be issued to the group to be used if they get separated at any time. Students will be able to contact parents if the coach is due to arrive significantly earlier or later than scheduled.

If you are interested in your son or daughter participating, please fill in the attached consent form with full medical information and dietary requirements included. The deadline for this form to be handing in is Friday 2 November.

If you have any further queries please do not hesitate to contact me at the school, my email address is [alevis@st-martins.essex.sch.uk](mailto:alevis@st-martins.essex.sch.uk).

Yours sincerely

Abigail Levis  
**Teacher of Art**