



19 October 2018

Dear Parents and Carers

**Re: A-Level Art Trip to the Royal Academy, Piccadilly, London**

I would like to offer your son or daughter the opportunity to take part in a trip to the Royal Academy. The date of this visit is the Friday 16 November 2018, during the normal school day.

The students will be attending the Royal Academy in central London and will be given time for lunch in the local area. Students will be expected to behave responsibly in line with the St Martin's behaviour policy. The itinerary is as follows:

10.00am	Meet outside the main entrance (in the courtyard) of the Royal Academy
10.00am - 10.50am	Gallery visit: Renzo Piano
10.50am - 11.40am	Gallery visit: Klimt Schiele
11.40am - 12.30pm	Gallery visit: Oceania
12.30pm - 2.00pm	Sketching time
2.00pm - 3.00pm	Lunch in the local area (students will be registered at 2.00pm after this point they are free to choose somewhere to have lunch and make their own way home thereafter)

Students are responsible for their own travel to and from the gallery. There are no other costs for this trip. The entrance fee to the individual exhibitions for members of the public is normally between £15 - £20, however, the Royal Academy does not charge student groups for visits, so this is a fantastic opportunity.

The group will be led by me, Miss Levis and Miss Blackburn. There are limited places on the trip and therefore places will be randomly allocated by computer to ensure fairness. We will inform you by letter if your son or daughter has been successful or unsuccessful in gaining a place on the trip. Unsuccessful students will be placed on a waiting list.

There will be certain times within the gallery 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.

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 and return to Finance Office by not later than **Friday 2 November 2018**.

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

Yours sincerely

Miss A Levis  
***Teacher of Art***