



5 February 2020

Dear Parents and Carers

Re: *Discovery Day at BT*

I would like to offer your son or daughter the opportunity to visit BT Adastral Park on 20 March 2020.

Adastral Park is an exciting cluster of high-tech telecommunication and technology companies. Based in Suffolk, Adastral Park is at the heart of the UK's digital ecosystem. It combines a national operation centre, test facilities and a global R&D unit, all set amongst a thriving community of collaborative technological innovation. The park is home to BT's innovation labs and Innovation Martlesham (an established and growing cluster of over 100 high-tech ICT companies).

The itinerary for the day will be as follows:

7:15am	Students meet Mr Spencer at St Martin's School
7:30am	Coach departs for Adastral Park
9:00am	Estimated time of arrival
10:00am till 3:00pm	Students will take part in the following activities: <ul style="list-style-type: none">▪ Group tours of BT's research and development centre▪ Careers and real-world applications of computer science
3:00pm	Depart event and travel back to St Martin's School
4:30pm	Approximate time of arrival back at St Martin's School

Students will not be allowed to wander alone 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 designated areas so that they are available should difficulties arise. An emergency number will be issued to the group to be used if they become separated at any time.

The cost of the trip will be £28.00 including travel by coach. The group will be led by me, Mr Spencer. If you are interested in your son or daughter participating, please complete the attached consent form with full medical information and dietary requirements included. Please return the consent form to the finance office by 28 February 2020. We have 20 places for this event, therefore should the trip be oversubscribed, places will be randomly allocated by computer to ensure fairness.

If you have any further queries, please do not hesitate to contact me at school via email jspencer@st-martins.essex.sch.uk

Yours sincerely

Mr J Spencer
Head of Computing & Trip Leader