

Principal: Richard Spencer



6th October 2017

Downham Road, Ely, Cambridgeshire, CB6 2SH

t: 01353 667763

e: office@elycollege.co.uk

w: www.elycollege.com

Dear Parent/Carer

Poetry Live

I am pleased to inform you that Ely College will be attending this year’s Poetry Live event in Cambridge. This is a fantastic chance for students to see, first hand, poets and examiners discussing the poems that will feature on the GCSE exams.

We will travel from Ely to Cambridge via bus; leaving College at 09:00. The event will be all day, and is expected to end at approximately 15:00. We expect to return to the college between 16:00 and 16:30, dependent on traffic.

This will be a fantastic chance for students to not only prepare for their exams, but to also meet poets in person.

In order for this visit to take place, we need to ask for a voluntary donation of £22.60 for the event and the cost of transport. If sufficient contributions are not received to make the visits financially viable they will be cancelled and all contributions will be refunded. In cases of financial hardship, any requests for the contribution to be waived will be treated sympathetically; please contact the Principal in writing. If you qualify for Pupil Premium Grant support and would like to access some of this funding towards this trip, please tick the relevant box on the reply slip. As these are educational visits and are taking place in school hours, we are not permitted by law (Education Act 1996) to exclude from such a visit a student of parents choosing not to contribute to the cost.

Please complete and return the slip below to me in B12, or to the Turing House Office. Should you require any further information, please contact me directly via email at kburke@elycollege.co.uk

Yours faithfully

Mr K Burke
Teacher of English

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To: Mr K Burke – Poetry Live Event – Friday 8th February 2018

Student’s Name Form

I give permission / do not give permission for my child to take part in the trip to the House of Commons as detailed above. *(Delete as applicable)*

- I have made an online payment of £22.60 for this trip.
- I enclose a cheque for £22.60 made payable to “Ely College” for this trip.
- My child is eligible for Pupil Premium grant support and would like to access some of this funding towards this trip.

My emergency phone number

Signed (Parent/Carer) Date

Parent/Carer Name in Print

