

2<sup>nd</sup> May 2018

Dear Parent/Carer

### **Year 12 and Year 10 Hair & Beauty**

We are running a trip to Professional Hair and Beauty (trade only) at the NEC in Birmingham. This is for Sixth Form and Year 10 students and will take place on Monday 21<sup>st</sup> May 2018. The trip is designed to give the students the opportunity to see and meet leading hair and beauty professionals in the UK, with access to the latest in treatments and products. This annual event will be attended by many of the top names and brands within the industry. The students will have ample time to browse the vast exhibition, and may purchase items if they wish.

We will be travelling by school minibus, leaving college at 8.00am. The visit ends at 4.00pm and we shall leave promptly, arriving back at approximately 6.30pm, depending on traffic. Students will need to make their own transport arrangements home. Although some refreshments are available at the NEC, these can be quite expensive, so a packed lunch would be advised for all students. If your child is entitled to a free school meal, a packed lunch will be provided, please tick the box on the enclosed form. **We require all students to wear smart sensible clothing and shoes as a lot of walking will be involved.**

Tickets to this event are trade only and have been secured at no additional cost. However, we would ask for a contribution of £13.00 to cover the costs of running the trip. If you qualify for Pupil Premium Grant support and would like to access some of this funding to pay for this trip, please tick the relevant box on the reply slip.

If you wish your daughter to take advantage of this opportunity, please complete the attached form and return it with cash, cheque (made payable to Ely College) or through Wisepay, to the Finance team by **Friday 11<sup>th</sup> May 2018**. Please note places for this trip are limited and will be selected on a first come, first serve basis. We reserve the right to withdraw any student involved in any disciplinary procedure before the trip and we will be unable to refund any money paid.

Yours faithfully

*J. Constable*

Mrs J Constable  
Hair & Beauty

To: Mrs J Constable – Ely College

I give permission for \_\_\_\_\_ Form \_\_\_\_\_  
*(Please Print)*

to visit:

- Professional Hair and Beauty, NEC, Birmingham – Monday 21<sup>st</sup> May 2018
- I enclose a payment of £13.00 (cheques payable to “Ely College”)
- I have paid through Wisepay (preferred option) a payment of £13.00
- I would like to access some Pupil Premium funding for this trip

Student Mobile Number: \_\_\_\_\_

Doctor's Name: \_\_\_\_\_ Doctor's Telephone No: \_\_\_\_\_

Doctor's Address: \_\_\_\_\_

Emergency Contact Number(s): \_\_\_\_\_  
(please print clearly)

Student's Date of Birth: \_\_\_\_\_

Please detail below any allergies/medical conditions affecting your child, and which may impact on this trip:

\_\_\_\_\_  
\_\_\_\_\_

(Please tick box **ONLY** if packed lunch required)

My son/daughter is entitled to free school meals and will require a packed lunch.

Signature of Parent/Carer: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Parent/Carer: \_\_\_\_\_ *(please print)*

**Please return this completed form, together with your payment, to the finance office. Please write “Pro H&B” together with your daughter's name and form on the envelope.**