



# STOWFORD SCHOOL

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[www.stowford.devon.sch.uk](http://www.stowford.devon.sch.uk)

21<sup>st</sup> March 2024

Dear Parents and Carers

## Foundation Visit to the National Marine Aquarium, Plymouth

On Tuesday 16<sup>th</sup> April 2024, the Foundation classes will be spending the day at the National Marine Aquarium in Plymouth. The visit will link in with our topic 'Under the Sea.'

On the day, children should come to school in their uniform with comfortable shoes and a waterproof coat. The children will also need a packed lunch. Please could you tick the appropriate box below to confirm whether you will be providing a packed lunch for your child or would like the school to provide this? If you would like the school to provide a packed lunch, please complete and return the order form attached.

We do need parent volunteers to help on the day, so if you would like to help please indicate this on your return slip.

There is a charge for this visit and parents are asked to make a voluntary contribution of £10.00 per child to cover transport and entry costs. The visit has been set up on ParentPay for ease of contributions. Please be aware that if not enough contributions received, the visit may have to be cancelled. In the unlikely event that a small surplus should remain, once all the costs for the trip have been met, we will retain any amount less than £1.00 per student for use in the support of school activities. If you have any objections to this please let us know by Thursday 28<sup>th</sup> March 2024.

Please complete and return the slip below, together with the attached SOE3a form and tick the box confirming the voluntary contribution, as soon as possible. Thank you.

Yours sincerely

*S Roberts*

Mr S Roberts  
Robins Class Teacher

*S Lamerton*

Mrs S Lamerton  
Wrens Class Teacher

X-----

Please complete and return to your child's class teacher as soon as possible.

## Foundation Visit to The National Marine Aquarium, Plymouth - Tuesday 16<sup>th</sup> April 2024

I give permission for my child ..... in Class ..... to take part in the visit to The National Marine Aquarium and to travel there and back by coach.

I enclose the SOE3a form duly completed.

I will pay the voluntary contribution of £10.00 via ParentPay ☐

I am available to help on the visit: ☐

I will provide a packed lunch for my child: ☐ I would like the school to provide a packed lunch: ☐

Signed: .....

Dated: .....





## Form SOE3a: Parental consent for local off-site activities (Annual consent form).

**Dear Parent or Guardian,**

This is a consent form to cover local off-site trips and visits that your child may be undertaking during the school year, Some of which may extend beyond the school day. A separate consent form will be sent out for any residential or overseas visits and for adventurous activities (as defined by the local authority). Details of each visit will be sent to you in advance.

**School, college or establishment**

**Stowford School**

**Outline of planned visits:**      **2023/2024 - Foundation**

**Visit to National Marine Aquarium, Plymouth**

**Other visits TBC**

**Name of child**

**Date of birth**

**Special details** - any information about your child's health which may need special attention, but does not prevent them from taking part should be noted below. (For example; any allergies, any medication needed and the dosage, **travel sickness**, diabetes, asthma or epilepsy?)

**If your child suffers from travel sickness, and the visit involves coach/car travel, please ensure a member of staff is made aware.**

**Has your child had any relevant recent illness?**

**Does your child have any specific dietary requirements?**

**Do you have any additional comments?**



**Swimming Ability (for water-based activities)**

Is your child able to swim 50 metres? YES / NO

Is your child confident for the proposed activity? YES / NO

**Name of family doctor**

**Approximate date of last tetanus injection:**

1. I would like my child to take part in the programme of visits planned for the school year.  
I understand that the arrangements for each visit will be sent to me in advance.
2. I consent to any emergency medical treatment required by my child during the course of the visit.
3. I confirm that my child is in good health and I consider him/her fit to participate.

**Signature of  
Parent or Guardian**

**Date**

**Name of Parent or Guardian**

**Address**

**Telephone number**

**Home:**

**Work:**

The Westcountry Schools Trust (WeST) is the data controller for the purposes of GDPR regulations. WeST is required to process data in line with the requirements of legislation and ensure that the rights and freedoms of the data subject are given appropriate protection. Stowford School is a member of the Westcountry Schools Trust.

Personal data is held by WeST schools about all pupils on roll at the individual school and is subject to the retention rules adopted by the trust.

For more information please read the school Privacy Notices available on the school website [www.stowford.devon.sch.uk](http://www.stowford.devon.sch.uk).

If you have any queries or would like further information please contact the Data Protection Lead Officers (Headteacher and Senior Administrator) at [admin@stowford.devon.sch.uk](mailto:admin@stowford.devon.sch.uk) or the WeST Data Protection Officer at [DPO-West@westst.org.uk](mailto:DPO-West@westst.org.uk)



## School Packed Lunch Pre Order

### Foundation Visit to National Marine Aquarium

Childs name: \_\_\_\_\_

Childs class: \_\_\_\_\_

Date: 16<sup>th</sup> April 2024\_\_\_\_\_

- ☐ Cheese Sandwich
- ☐ Ham Sandwich
- ☐ Tuna mayonnaise Sandwich

- ☐ Vanilla Cake
- ☐ Yogurt

- ☐ Apple
- ☐ Banana

- ☐ Orange Juice
- ☐ Apple Juice

**All Allergen information is available from the School office and on their website.**

**Please complete and return this form to the class teacher by Thursday 11th April 2024.**