



HILLINGDON PRIMARY SCHOOL

Learning and Achieving Together

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Wednesday 16th March 2022

Dear Parents and Carers,

Re: Consent for Local Trips

Throughout the year, the school organises a number of curriculum focused visits and journeys away from the school site to enhance our students' learning experience. These visits take place during the school day and tend to be local to the school area, for example to Oak Farm library or local places of interest such as the Battle of Britain Bunker. As with all our school events, risk assessments are conducted for every off-site trip and every trip is overseen by a senior leader to ensure students are safely supervised and that the appropriate adult to student ratio is in place.

When your child / children first joined Hillingdon Primary School you may recall giving your consent for your child / children to take part in routine local trips when you completed their Pupil Information Form. The reason I am writing to you now is that we would like to move these records online for ease and speed of reference going forward. To support us to do this, I would appreciate every parent / carer completing our online Local Trip Consent form for each child enrolled at the school to confirm your permission for us to take your child on routine local trips. This should be an addition to the paper copy that you signed when your child / children first started at Hillingdon Primary School. The form can be accessed by clicking on the link below and should take no more than two or three minutes to complete.

<https://forms.gle/MGpdeAHJWJhf371K6>

I would like to reassure you that this consent is only for local visits. We will continue to ask for separate permission for any visit that involves adventure activities; is residential; when the visit involves any kind of cost and voluntary contribution; or where we are traveling over a greater distance. We will also continue to communicate details of each trip to you and any specific requirements needed for the trip, such as packed lunches.

We appreciate your support to help us to update our records. Please do not hesitate to contact us if you have any questions / concerns regarding the request.

Yours sincerely,

Mrs Ann Bowen-Breslin
Principal