Monday, 11th November 2019

Dear Parent/Carer,

We are planning a rewards trip to the Trafford Centre on Tuesday 17th December for pupils in Years 10 & 11. There will be a small charge of £5.00 to cover the cost of the coach to and from Manchester.

Pupils will need to bring suitable clothing to change into after school. Please take note of our dress code for school trips which can be found on our website. We will aim to leave school at 2.45pm. This should give pupils enough time to look around and enjoy what the Trafford Centre has to offer, which includes bowling, cinema and of course shopping. We hope to arrive back at school for approximately 8.00pm (this is obviously weather/traffic dependant).

This trip is a rewards trip and is aimed at pupils who have worked hard this term. With this in mind, pupils must follow the criteria listed below to attend:

1. No referrals from 18th November
2. No more than 1 x stage 3 from 18th November
3. No exclusions from 18th November

The criteria apply up to and on the day of the rewards trip.

If you would like your son/daughter to attend, please complete the medical form via the school website: [www.olchs.lancs.sch.uk/parents/school-trips](http://www.olchs.lancs.sch.uk/parents/school-trips) and make the full payment of £5.00 no later than **Friday 6th December** via our online payment system: [www.scopay.com/olchs-lancs](http://www.scopay.com/olchs-lancs). If you feel that you will struggle to pay for this trip, please do get in touch with me at mmo@olchs.lancs.sch.uk to discuss financial assistance.

Please note that this visit is covered by Lancashire County Council public liability insurance but there is no personal accident insurance cover provided for your child.  If you feel that this is necessary, you will need to make separate arrangements.  Please be aware therefore, that we accept no responsibility for any valuables/personal possessions which your child chooses to take on this visit.

Yours faithfully,

 S Holmes

Mrs M Morris Miss S Holmes

**Y10 Learning Manager Y11 Assistant Learning Manager**