Monday, 2nd December 2019

Dear Parent/Carer,

As your son or daughter’s teacher of BTEC Workskills, I have organised a link with St Anthony’s Primary school to enable the Year 10 class to spend one hour a week with infant pupils at the school to listen to them read. I strongly believe this activity will enrich all parties in many ways, as well as helping the Year 10 class to achieve their targets for the Workskills unit in volunteering.

The initial visit will be on Tuesday, 2nd December 2019. We will walk down to St Anthony’s school at 10.05am and will return to Our Lady’s School at 11am in time for break. There is no charge for this visit.

Please complete the online medical form which can be found on our school website: [www.olchs.lancs.sch.uk/parents/school-trips](http://www.olchs.lancs.sch.uk/parents/school-trips) to enable your son or daughter to take part in the visit. Please also take note of our dress code for school trips which can also be found on our website.

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,

M Moss

Mrs M Moss

**Teacher of BTEC Workskills**