

Our Lady's Catholic High School

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Headteacher: Mr R Charnock

Being One of Ours

September 2025

Dear Parent/Carer

As part of the GCSE: Design and Technology course, I am proposing to take two groups of Year 11 pupils to the Leyland Trucks Ltd. Vehicle Plant in Leyland, on **Friday 7th November, 2025** and **Friday 28th November, 2025**. Pupils will be given a guided factory tour of the production lines, looking at some of the latest models produced and the manufacturing/engineering technologies applied, with some activities and a presentation delivered by Leyland Trucks Ltd. Pupils will be assigned a date to visit upon return of the reply slip and medical form attached to this letter.

There is no fee for pupils to attend this trip but it is limited to 15 pupils per group. **We will leave school at 09:00am** and return at approx. 1.00pm, in time for normal school lunch. We will travel by school minibus to Leyland Trucks Ltd.

There are limited spaces and attendance criteria is based on all pupils having completed coursework on time and in full. **The visit will only go ahead if sufficient numbers of pupils opt to attend and please be aware that the visit is subject to cancellation.**

During the visit, pictures may be taken by Leyland Trucks Ltd staff of pupils engaged in activities for marketing purposes. Please indicate on the reply slip whether you will give parental consent for this to take place. Pupils will be in school uniform and must ensure that they comply with the schools' guidelines on behaviour.

If you wish your child to take part, please sign the reply slip/medical information form, no later than **Fri 3rd October 2025**.

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.

Many thanks for your generous and continued support of events organised by our school

Yours sincerely,

M Smith

Mr M Smith.

Assistant Principal of Design & Technology

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REPLY SLIP. Please also complete the reply slip and the attached medical form as soon as possible and return to Mr Smith before **Friday 3rd October 2025**.

☐ I give permission for my child to be photographed by Leyland Trucks on this visit.

PUPIL'S NAME: _____

FORM: _____

Signed: _____

Date: _____



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