



5 October 2023

Dear Parent/Carer

### **Media Studies Trips for Years 12 and 13 to London**

As a part of KS5 Media Studies, we invite our students to attend the following study days in London:

<b>Friday 17 November 2023</b>	<b>Representation for KS5 at BFI, Belvedere Road, Southbank</b>
<b>Tuesday 12 December 2023</b>	<b>Critical Theory for KS5 at BFI, Belvedere Road, Southbank</b>
<b>Thursday 1 February 2024</b>	<b>Film Audience for KS5 at BFI IMAX, Charlie Chaplin Walk, London</b>

Although these are optional study days, they do link directly to the exams the students will be sitting and we therefore encourage our KS5 Media students to attend each of these events.

The entrance cost for **each** study day is £12.70. We ask that you please make payment via your child's sQuid account and this will be open for payment from today (closing at 10pm on Wednesday 18 October 2023). We will travel to London by train and students will need to purchase their train tickets on the morning of each trip, so will need to **bring extra funds to purchase their train ticket which is approximately £35** (each day). Please note that due to the nature of this trip, we are unable to refund the cost, if your child is unable to attend.

We ask that students meet us outside the front of Maidenhead Train Station on the morning of each trip at **8.40am**. We will then travel into London arriving at the BFI for 10.15am. The lectures will begin at 10.30am and finish at 3.30pm. We will then make our way back to Maidenhead Train Station and ask you to please arrange collection of your child from the station at approximately **5pm**. Please complete all the return train permission questions on sQuid when making payment.

Your child is required to bring a pen and something to record their notes in. The dress code for this trip is 'smart casual'. Students are encouraged to bring their own lunch with them, and/or to bring additional money if they are going to purchase food.

Should the school need to contact you in an emergency, we will use contact details supplied on your most recent OA4 Form (off-site activity form). If there are any changes to the details on this form, including any medical or dietary requirements, it is the parent/carer responsibility to inform the school.

If you would like any further information about this particular trip, please do not hesitate to contact me via the main office on 01628 629415, or by email on [enquiries@coxgreen.com](mailto:enquiries@coxgreen.com).

Thank you in advance for your support.

Yours sincerely

Miss Stockwell  
Learning Leader: Media Studies

**Please note:**

- *Places on all trips are subject to the school expectations for the Behaviour Policy being met. Any student who receives a suspension may have their place withdrawn from the trip and no refund will be made unless the place can be resold. In addition, if the school assesses that the attendance on a trip is a Health and Safety risk to the student or to others, a place will not be allocated to that student or a place will be withdrawn and there will be no refund made unless the place can be resold.*
- *If the trip is cancelled due to uncontrollable circumstances i.e. weather, Foreign/Home Office guidance, the refunding of costs will be subject to insurance cover.*
- *This is an optional trip and is not essential to the curriculum or completion of the syllabus being studied.*