



4 December 2023

Dear Parents/Carers

**Year 11 CGSE Graphics Trip to The Design Museum – Tuesday 9 January 2024**

We have arranged to take our Year 11 Graphic students to The Design Museum in London on Tuesday 9 January 2024.

This trip will allow students to view the work of exciting contemporary designers as well as some influential and historically significant designers. This activity links directly to the curriculum and students will be specifically tasked to use the exhibition for research and inspiration towards their final exam work.

On return from the Christmas break, students will receive their Externally Set Assignment, in which they will have 16 weeks to prepare for making their final piece. The research and visual evidence collected during our trip will help support the development of their work.

Students will need to bring their own equipment to research and record their visit. We recommend students bring along a device which can take pictures, plus a pen, pencil and paper to make notes.

The cost of this trip is £21.75 per student and we ask you to please make payment via your sQuid account to secure your child's place. sQuid is now open for payment, and will close at 10pm on Monday 11 December 2023. Please note that due to the nature of this trip, we are unable to refund the cost, if your child is unable to go.

We would advise parents/carers to log in to sQuid using a web browser rather than using the sQuid app. We have found that occasionally, certain phone models do not fully support the functionality of the sQuid app and parents/carers have struggled to complete the booking process. Please ensure you select the trip from the Trips/Offer Section, add the trip to your basket, agree to the Terms & Conditions, and then fully check out. Please ensure you select the correct offer for the year group your child is in.

We will travel to London by coach, departing Cox Green School at 8.30am and returning to school for 3.00pm (traffic dependent). Students are to wear full Cox Green School uniform on this trip and we ask that they bring a packed lunch, snacks and drinks to last the day or may wish to bring money to purchase food and refreshments in the café. Please note that eating is not permitted on the coach.

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 to [enquireis@coxgreen.com](mailto:enquireis@coxgreen.com).

Yours sincerely

Ms N Nilsson

Subject Leader: Art and Graphics.

Please note:

- *Places on all trips are subject to the school Behaviour Policy. Any student who receives an internal or fixed term external suspension will have their place withdrawn from the trip and no refund will be made unless the place can be re-sold. 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 re-sold.*
- *Should your child be unable to attend a trip due to medical reasons, we will require a Medical Certificate to apply for an insurance claim.*
- *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.*
- *If your child is, or has ever been in receipt of free school meals, then you may be eligible for assistance with the costs of this trip, from the school's Pupil Premium funding. To make a request for assistance please contact the Finance Office via email: [finance@coxgreen.com](mailto:finance@coxgreen.com) or in writing to the school; including your child's name and form, stating that they are, or have been in receipt of free school meals. The Pupil Premium funding is to be used for educational purposes only.*
- *Please note that Pupil Premium support for this trip is limited to 10% of the total cost of the trip and all requests should be made by 12 noon on Wednesday 6 December 2023.*
- *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.*
- *This is an optional trip and is not essential to the curriculum or completion of the syllabus being studied.*
- *There will be no insurance cover due to disinclination to travel.*