



6 January 2025

Dear Parents/Carers

Year 11 Taster Day – Reading College and BCA Tour - Thursday 16 January 2025

We have arranged a fantastic opportunity for your child to attend Year 11 tours of Reading College and Berkshire College of Agriculture on Thursday 16 January 2025. Students will have a tour of each college to find out more about the courses, facilities they offer and the different environment each organisation would provide for our students. It is also an opportunity to ask questions directly to members of staff from the college.

There are no costs associated with these visits. We will travel to BCA and Reading College by school minibus, departing school at 9.00am and returning for 3.00pm, in time for those students who normally get the Apple bus home.

Students are to bring a packed lunch, snacks and drinks to last the day, as we will be having lunch at Reading College in the canteen. Students are to wear full Cox Green School uniform on this trip. A reminder that nuts or products contain nuts are not allowed.

There are 12 places available on this taster day trip and will be offered on a first come first serviced basis, by booking your child's place via your sQuid account. This will be open from 7pm on Wednesday 8 January 2025 and will close at 10pm on Thursday 9 January 2025. If you are unsuccessful in securing a place and would like to be added to the reserve list, please email enquiries@coxgreen.com for the attention of the Trips Administrator to request this.

If you have any questions or queries regarding this trip, please do not hesitate to contact me.

Yours sincerely

Mrs H Thompson
IAG Advisor

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 Any student who receives a suspension may have their place withdrawn from the trip and no refund will be made unless the place can be resold.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a Health and Safety risk to the student or to others, a place will not be allocated to that student or a place will be withdrawn and there will be no refund made unless the place can be resold.*
- *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 your child is, or has ever been, in receipt of free school meals, then you may be eligible for assistance with the cost of this trip:
Years 7-11: Pupil Premium funding for trips is to be used for educational purposes only. Support for non-compulsory curriculum trips is limited to 25% of the total cost of the trip.
Sixth Form: You may be eligible for assistance with the cost of this trip with a 16-19 Bursary.
All requests for assistance should be made to the Finance Office (finance@coxgreen.com) at least 5 school days before the trip opens on sQuid.*

- *If your child receives free school meals and you would like a packed lunch provided for your child for this trip, please email enquiries@coxgreen.com, for the attention of the Trip Administrator, at least 5 schools days before the date of the trip to request this (please detail any dietary requirements).*
- *Payments are to be made by the dates specified. Late or non-payment may result in your child's place being withdrawn from the trip. If you choose to withdraw your child for reasons not stated above, any costs attributed to date, must still be made.*
- *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.*
- *There will be no insurance cover due to disinclination to travel.*