

13 September 2019

Dear Parent / Carer

Subject Mini Factory Visit – Monday 7th October 2019

I have arranged a visit to the Mini car assembly factory in Oxford for the Year 13 class on **Monday 7th October**. We will be travelling by coach, departing at 11.15am and returning to Vyners at approximately 4.30pm depending on traffic.

The trip will form a useful and relevant back up to the Economics course your son/daughter is studying. Production lines, teamwork, automation, division of labour and specialisation are just some of the aspects of their study that will be seen in operation.

The cost of the trip is **£33.10**. If you are experiencing financial hardship and this is likely to prevent your child attending, please contact me. The school has some funds available to facilitate student participation in these circumstances.

Payment should be made via sQuid, our online payment system. **Cash and cheques will no longer be accepted.** Please log onto the system (www.squidcard.com) and select the 'trips/activities purse' under 'Mini factory 2019'. This trip will be clearly visible and must be specifically selected in order to make payment. Please follow the instructions on screen. An emailed receipt will automatically be sent to you by the system once payment is made.

Please can I ask you to pay by Friday 20th September 2019. The school does not have funds available to meet the cost of late contributions. Regretfully, a failure to pay promptly may result in your son or daughter being removed from the trip.

Vyners School has in place detailed procedures for ensuring that trips are well planned and that the health, welfare and safety of students is protected. A careful and written risk assessment has been prepared for this trip and adequate student supervision and insurance arrangements will be put in place.

It is expected that all students will observe the highest standard of politeness, courtesy and conduct at all times. Our students are representing Vyners School and it is expected that they will do everything in a way that reflects positively on themselves and the school. The School's Behaviour Policy continues to be in force throughout the trip. Should it prove necessary to send a student home for misbehaviour, parents / carers will be expected to meet all extra costs incurred. In the event of a student being refused participation on a trip before departure because of poor behaviour, any contributions already paid will also be forfeit.

Yours sincerely



Mr McDonough
Subject Leader – Business and Economics

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