

THE NORTON KNATCHBULL SCHOOL

An International School with Language and Science Specialisms



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(Founded 1630)

Headteacher: Ms S. K. Staab, BA, MA, Dip Trans

02 October 2018
PG/cc/GCSEGeogFieldworkTrip/11E/13Nov

Dear Parents/Carers

A visit to: Hythe, Dungeness and Camber Sands
Students Invited to Participate: 11E Geography
Date: 13th November 2018
Departure Time: 09:15
Approximate Return Time: 14:30
Mode of Transport: Minibus
Cost: £9.50
Payment & Reply Date: Friday 18th October 2018

The above visit is being organised by Geography department to fulfil the requirements of the GCSE specification asking students to undertake two days of fieldwork, one of which has already been completed in Ashford. The purpose of the trip is for students to learn a wide range of physical fieldwork techniques and collect data that can be analysed ready for their summer examinations. During the day students will be working in small groups under the direct supervision of two members of staff. Students will be not be required to wear full school uniform but need to dress accordingly for the weather conditions on the day. A packed lunch will also be required.

In accordance with the School's Charging Policy, parents/carers are invited to make a voluntary contribution (details above) towards the cost of the trip. This includes the cost of travel. Payment can be made online via the School's Internet Payment system which is available from: <http://www.scopay.com/nks>

If you would like to make an online payment, but have not yet been provided with login details, please contact a member of the School's Finance Team.

If you are unable to pay online, payment can be made by cheque or cash. Cheques should be made payable to 'The Norton Knatchbull School' and your son/daughter's name and form, together with details of the trip should be written on the reverse. All reply slips and cash/cheque contributions should be returned in a sealed envelope to Student Reception. Envelopes containing cheques can be deposited in the drop box, however, cash payments must be made in person by your son/daughter to the Student Receptionist. No responsibility can be taken for envelopes lost because they are not handed over at the earliest opportunity. Please be advised that if there is insufficient interest in the trip, the trip will not run and a refund will be given. Should the trip have to be cancelled for reasons beyond the school's control, including industrial action by outside agencies or adverse weather conditions, refunds will only be made in so far as the School can claim reimbursement. Should your son/daughter withdraw voluntarily or have to be withdrawn from the trip, and the school has incurred prior costs, monies already paid will not be refunded.

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Students who are registered with KCC for free school meals are not expected to make a contribution and will be provided with a packed lunch by the school. If your son/daughter is registered with KCC for free school meals, please tick the appropriate box(es) on the medical/consent form.

In the unlikely event of an emergency arising on the day of the trip, between the hours of 8am and 4pm parents/carers should ring the School Reception on 01233 620045. Outside of these hours the Duty Manager can be contacted on 07795 261600.

Yours sincerely

P. Gallantree

Mr P Gallantree
Professional Mentor/EBT. Subject Leader for Geography