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ELLIS GUILFORD SCHOOL
Creative Education Trust

September 2025

Dear Parents/Carers

As part of the Year 7 History Medieval Life Curriculum this year, we are to visit the Tower of London, to see what a Norman Castle looks like, and to learn what life was like during the Medieval Period.

During this visit students will:

- Have a tour of the Tower of London, an original Norman Castle.
- Have a museum educator led session about life in the castle during the Medieval Period.
- The opportunity to see the Crown Jewels and White Tower, which houses Medieval and Tudor armour including Henry VIII's.

The visit will take place on **Thursday 13 November** and we will travel by coach to London. Children will need to arrive at school by **6.30am** and will return to school at approximately **6.30pm**, dependant on traffic.

Children do need to wear school uniform, but due to the amount of walking and uneven surfaces, children are to wear trainers rather than school shoes. As most of the trip will be outside and the potentially unpredictable weather conditions, all students must have a suitable warm waterproof coat with them. In addition, they will need to bring their school bags as they will have to carry their lunches and a pencil case to ensure they can complete the work set.

The cost for the trip is £12, which is to assist with the cost of transport, as the school has been given a grant to pay for entry to the Tower of London and the museum educator led session, which is normally £17.40 per child. Therefore, if you wish for your child to come on this visit, please pay your £12 via your **Arborpay** account.

There is no requirement for pupils to take any money, however pupils must bring a packed lunch, as they will not have the opportunity to buy food. Please ensure pupils have enough food for the whole day. If your child is entitled to a free school meal, then a packed lunch will be provided for them.

Please complete and return the permission slip overleaf and attached OV4 form as soon as possible. These must only be handed to Mrs Linton.

Please do not hesitate to contact me if you have any questions.
Yours sincerely,

Mrs Claire Linton
History Department

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Permission Slip

Name of Student: _____Tu**tor group:** _____

Parent/carer to tick relevant boxes and sign consent below:

I give permission for my child to attend the trip to Tower of London on **Thursday 13th November** ☐

I have completed an up-to-date OV4 form (attached to this letter) ☐

I have paid **£12** onto my Arbor pay account. ☐

I give consent for my child to make their own way home when they return from the school trip. ☐
or
I will be collecting my child when they return to school following the trip. ☐

My child qualifies for a free school meal and will require a packed (sandwich) lunch on the day. ☐

Signed: …… (Parent/Carer)

Printed name: …… (Parent/Carer)

Date: ……