

Monday 15 September 2025
lms/pmt/LondArtTri/26

Dear Parents

Yrs.12 London Art and Photography Trip - Friday 23 to Sunday 25 January 2026

I am organising an exciting Art and Photography based trip to London for Year 12 Art and Photography students. The purpose of the trip is enrichment and will give students inspiration for their new coursework units. Return travel will be by coach with exact travel timings being confirmed closer to the time.

The trip will include visits to.

- Shoreditch Street Art Walk and Tour
- Spitalfields Market
- V&A Museum
- The Graffiti Tunnel
- The British Museum
- The Natural History Museum
- The London Eye
- West End Show - Hercules The Musical

It should be noted that these activities may include travelling on the underground and an element of height. This trip may therefore not be suitable for students with certain phobias. We will also be walking about 5-10 miles a day so sensible shoes will be needed.

It is anticipated that the trip cost will be **£241.00**, based on twenty students attending. This price includes transport, all entrance fees & activities, travel insurance, 2 x evening meals with soft drink and accommodation on a bed and breakfast basis. Please note that the cost may increase slightly if less students attend.

Not included in the trip cost.

- Lunches
- Underground travel (£2.90)
- Personal spending money

To secure your son/daughters place on the trip an initial deposit of **£100 will be required on or before Friday 3 October 2025**. Followed by **two further payments of £70.50** on or before **Monday 3 November 2025 and Friday 5 December 2025**. **Please make note of these instalment dates as reminders will not be sent.**

Trip deposits will be returned to you should there be insufficient interest in the trip or if your son/daughter is not allocated a place.

In case of financial hardship students, Bursary Fund grants should be used towards the cost of this trip. To qualify for Bursary funding, attendance needs to be 95% or above and awards are dependent upon household income levels. If your son/daughter has not already applied, an application form can be obtained from the school. Proof of household income will need to be supplied to support the application.

Please be aware that in the case of an insurance claim being necessary, you will be asked to reimburse St John's for any insurance excess paid on your behalf at the time of treatment in resort. Claims for lost/stolen/damaged personal effects will be paid less any relevant excess.

Payment should ideally be made online through ParentPay; you will not need to return the paper permission slip if you pay online. If you have mislaid your log in details, please contact Mrs Shirley Woodburn on 01672 519567 or by emailing swoodburn@stjohns.excalibur.org.uk

Please be advised that by signing up your child up to a school trip you are entering into a financial agreement with St John's to pay the full cost of the trip by the due date advised. Once places have been confirmed trip payments will be non-returnable unless the school cancels the trip.

Please note that should parental request withdraw a student unless for a substantiated medical reason, parents will be liable for the full cost of the trip. All such withdrawals should be discussed, in the first instance, with Mrs Pauline Marshall-Thomas via trips@stjohns.excalibur.org.uk or DD 01672 518896.

It is imperative that the students who we take on the trip are responsible and can follow instructions. We cannot take students who have had any exclusions this academic year or a substantial amount of negative behaviour points.

The organisation of all trips includes a comprehensive risk assessment. The Principal and Trip Organiser may choose to exclude from the trip any students whose behaviour or schoolwork is not satisfactory. *Any student withdrawn by St John's for these reasons will be at the expense of the parents. It is not possible to guarantee any refund of monies already committed by St John's and indeed expenses not already covered may be claimed from you.*

Please be aware that the medical information and contact details for your son/daughter that you have supplied for St John's records are printed and taken on the trip by the trip leader and their deputy in case an emergency arises. They are also supplied to the member of the Senior Leadership Team that is point of contact for the trip. The printouts are destroyed once the trip is over. By applying for a place on the trip, you are giving your consent for this information to be used for this purpose.

If your child is either asthmatic or anaphylaxis, they must ensure that they always carry their inhaler or EpiPen on them during the trip.

Permission and deposits should be received on or before end of day on **Friday 3 October 2025**

Yours faithfully

Mrs L Spokes
Head of Faculty, Arts and St John's Educational Visits Co-Ordinator

Please return slip and **cheque** payment to the Financial Mailbox located in the Atrium by the exit to the tennis/netball courts. These should be in an envelope marked for the attention of Mrs Pauline Marshall-Thomas and the student's name, tutor group, trip/event name, trip date and trip organiser must also be detailed on it. Cheques should be made payable to 'St John's Marlborough.'

Yrs. 12 London Art & Photography Trip – Friday 23 to Sunday 25 January 2026
Trip Organiser – Mrs L Spokes

Student: Tutor Group:

1. I give permission for my son/daughter to be included in the above-proposed trip.
2. I enclose an initial deposit of **£100** and confirm I will be making the full payment of **£241.00** by the final payment date.
3. I understand that there may be no refund due, should my child be withdrawn from the trip by St John's.
4. I accept that I will be liable for all costs incurred by St John's should I withdraw my child from the trip, should it not be possible to replace them with another student.
5. By signing your son/daughter up to attend trips you are taking responsibility for their behaviour whilst on the trip. Anti-social behaviour, poor attitude or rudeness will not be tolerated and may result in your son/daughter not being considered for future trips.

Signed: Date:
(Parent