

05 June 2017

Dear Parents/Carers

I am writing to quickly update you on the transport arrangements and timings for the upcoming Business trip to London from Thursday 20 July to Friday 21 July.

Students will need to arrive at school as normal on Thursday 20 July in time for the first bell, ideally a bit earlier if possible! Instead of going to their normal lessons, students will need to meet myself and Mrs. Cozens at 08.40 outside the Old Hall for a prompt 08.45 departure. From here, we will take a school minibus down to Liskeard station to catch the **09:16 train to London Paddington**. Due to numbers, we will need to do this in two runs, hence why students need to be ready to leave at 08.45. As we are relying on public transport and are booked on this service, it is important that students are prompt in arriving to school. We will not be able to wait for any students who arrive late.

We will be returning to Liskeard on the 19:03 from London Paddington. This will **arrive at Liskeard train station at 22:58** on Friday 21 July. Please make arrangements to collect your child, or have your child collected from Liskeard train station at this time. Mrs. Cozens and I will remain at the station until the last student has been collected. No matter how close you live to the train station, all students must be collected by an adult and we will not let any student walk home themselves from the station.

As has been mentioned in previous letters, due to the timings of the days and the fact we will be using public transport, students will be required to bring only what they can comfortably carry themselves. Ideally, this will be one bag or backpack. Whilst this doesn't seem like much, it was achieved comfortably last year! Although a residential, students will only need to bring:

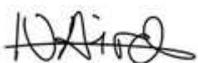
- One change of clothes for Friday
- One set of night wear
- Towel and toiletries (sheets and duvets are provided by the hostel)
- Pen and pencil

Students will also require a lunch for Thursday. This can be a packed lunch or you can give your child some money to buy lunch on the train. Students will need to eat lunch before we arrive in London, but please be aware purchasing lunch on the train can be more expensive. If your child usually has a free school meal this will, of course, be provided for them. All other meals are included in the price of the trip.

I would also like to take this opportunity to inform you about a short information briefing which will provide more specific information about the trip on **Thursday 6 July at 6:00pm in G2**. Additionally, I would also like to give a polite reminder that any remaining balance for the trip is required by **Friday 7 July**. This can be paid either online or in person at the finance office by card. Please be aware the finance office can no longer accept cash payments brought in by yourselves or students.

In the meantime, if you have any questions or would like any more information, please do not hesitate to contact me via school reception or by emailing naaird@liskeard.cornwall.sch.uk

Yours sincerely



Mr N Aird
Teacher of Business