

May 2010

Dear Parents

**Year 13 Biology Field Course – Thursday 7th October to Monday 11<sup>th</sup> October 2010**

As part of your daughter/son's A level Biology studies, a five day intensive residential Ecology course has been arranged for the above dates at Juniper Hall Field Study Centre, Dorking, Surrey.

Fieldwork forms a vitally important part of A level specification and the Field Study Centre is able to offer students the opportunity to study a wide range of ecological habitats. Students will be able to practice the planning, implementing, analysing and evaluation skills required to promote their experimental and investigative work. As well as supporting the written papers, these skills are needed for each student to carry out assessed practical work stipulated by OCR Examination Board.

The Field Centre has fully-equipped laboratories and computing equipment. The accommodation is comfortable and the food is of a high standard.

The estimated total cost to parents is as follows:

Board and lodging	£220.00
Transport	£ 37.50
Insurance	£ 2.50
<b>Total</b>	<b>£260.00</b>

The school is subsidising the cost of this trip by £40 per student to cover the costs of tuition provided by the centre.

As with most school trips, we are only allowed to ask parents to make a voluntary contribution towards the cost. This payment is not compulsory, but if insufficient voluntary contributions are raised to fund the visit, then it will be cancelled.

The course requires a **deposit of £60 and if your daughter/son is intending to study Biology next year, you need to pay a deposit** no later than Thursday 20th May, which is non-refundable unless the school has to cancel the trip due to lack of support. The 2<sup>nd</sup> payment of £100.00 needs to be made by Sunday 11h July. The final balance of £100.00 should be paid no later than Sunday 5th September.

Parents who can prove they are in receipt of the following benefits will be exempt from paying the cost of the trip:

- Income Support (IS)
- Income Based Jobseekers Allowance (IBJSA)
- Support under part VI of the Immigration and Asylum Act 1999;

- Child tax Credit, provided that Working Tax Credit is not also received and the family's income (as assessed by Her Majesty's Revenue & Customs) does not exceed £15,575 (Financial Year 2008/09);
- The guarantee element of State Pension Credit; and
- An income related employment and support allowance that was introduced on 27 October 2008.

Please complete the consent form and place it in an envelope. Please include any special dietary requirements in the space provided on the form. This envelope needs to show your daughter/son's name, form and the trip name, and should be placed in the box outside The Office.

Please pay for this trip using ParentPay. If you have any problems making payment on ParentPay please telephone Mrs Martin or Mrs Emery on 01702 476026 to make payment over the telephone.

I hope you will support this worthwhile field trip. This is an excellent opportunity for students to carry out their own investigations in the field and to be tutored and advised by experts.

Yours sincerely

Miss E Limentani  
Head of Biology



Return to box outside school office

**WESTCLIFF HIGH SCHOOL FOR GIRLS**  
**Biology Field Course, Juniper Hall, Dorking, Surrey**  
**7<sup>th</sup>-11<sup>th</sup> October 2010**

I hereby give permission for my daughter/son \_\_\_\_\_ of Form \_\_\_\_\_ to participate in the Year 13 Biology Field Course at Juniper Hall Field Study Centre.

I have paid the non-returnable deposit of £60.00 on ParentPay and agree to pay the 2<sup>nd</sup> payment of £100.00 by Sunday 11<sup>th</sup> July and the balance of £100.00 by Sunday 5<sup>th</sup> September 2010.

I am exempt from paying for this trip because

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\*My daughter/son does not / does have a special dietary requirement.  
(\*Please delete as necessary)

Specify diet/food allergies

.....

Signed \_\_\_\_\_ Date \_\_\_\_\_  
(Parent/Guardian)