

16 January 2025



Dear Parent/Guardian

### **Year 10 – LIVERPOOL ROAD – BUSINESS SURVEY (23 & 24 January)**

The Year 10 pupils who are studying BTEC Enterprise are required to research local businesses as part of their course. In order to do this, we will be visiting local businesses on Liverpool Road and asking business owners and staff to complete questionnaires about their business.

We will be walking from school to Liverpool Road. The trip will be completed within the normal school day, and we will return in time for break time. Pupils must be in full uniform; however, a **waterproof coat/umbrella** is a minimum requirement with the weather being unreliable.

Pupils will work in groups and must stay in 'buddy groups' during the activity and in the pedestrianised zones. Half of the group will be completing their questionnaires on Thursday, 23 January and half on Friday, 24 January. On their scheduled day, pupils will be out of school between 8:50 – 10:50. Pupils should bring a small bag containing a snack and a drink. Alternatively, pupils may also like to bring a small amount of spending money if they wish to buy refreshments whilst we are out.

Pupils should also bring their phones; however, they should still not be seen unless in an emergency. Students will be asked to ensure the volume is turned up in case they need to be contacted by staff, and reminded to turn off on the walk back to school. The supervising staff will have their contact numbers under GDPR protected lists and pupils will be given an emergency contact number for use whilst we are off the school site.

As you are aware we have the highest standards of behaviour for conduct, respect to other pupils and members of the public. We are proud of the relationships we have built after numerous years of working alongside local businesses. It is essential that all pupils realise that they will be working hard whilst completing the business survey as well as having an enjoyable time. Pupils must use pedestrian walkways and may only cross any roads whilst supervised by staff.

We would like to be able to take photographs of pupils working and completing the business research task. Many of these types of photos are used in the school's newsletter, website and social media as well. Please let me know if you do not wish for this to happen. Students will need a photo as evidence in their files and of course I can make sure these are not shared externally if that is your preference.

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

Yours faithfully

A handwritten signature in black ink, appearing to be 'G Gregson', written over a large, faint background graphic of stylized human figures in various colors.

**Miss G Gregson**  
**Computing, Digital Information Technology and Business & Enterprise**



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**REPLY SLIP - YEAR 10 – LIVERPOOL ROAD – BUSINESS SURVEY (23 & 24 January)**  
(Return to Miss Gregson HX2)

Name of Pupil: \_\_\_\_\_

Class/Teaching Group: \_\_\_\_\_

I give permission for my child to attend one of the Business Survey trips (23/24 January).

Signed: \_\_\_\_\_ (parent/guardian) Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

I confirm that I will provide school, prior to the visit, with any updated medical information (including allergies) and emergency contact numbers.

Permission for photographs as noted in the letter

**YES / NO**

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