

November 2024

Dear Parent/Carer

### **Harry Potter Trip**

Thank you for confirming your child's place on the Year 5 Harry Potter Trip. Please see below for further information regarding these trips.

**Tuesday 7<sup>th</sup> January 2025**                      **Tutor Group 5E & 5M**  
***Depart Selwood 8.30am – Arrive back at Selwood 6.30pm***

**Wednesday 8<sup>th</sup> January 2025**            **Tutor Group 5F, 5R & 5S**  
***Depart Selwood 9.30am – Arrive back at Selwood 7.30pm***

**Thursday 9<sup>th</sup> January 2025**              **Tutor Group 5L & 5W**  
***Depart Selwood 8.30am – Arrive back at Selwood 6.30pm***

Pupils are required to wear full school uniform and are advised to bring a suitable coat. Please provide your child with a packed lunch and drink on the day; if your child is entitled to Free School Meals a packed lunch will be provided to them on arrival to school.

Medication such as travel sickness tablets will need to be dropped into reception by **Thursday 19<sup>th</sup> December**; we ask for all medication in the original packaging and clearly labelled. Medication will be held securely by a member of staff and administered at the designated times. We do not allow pupils to carry any medication with them other than inhalers and EpiPens.

A Senior Leader has been assigned responsibility for 'out of hours and emergency contact' for the duration of our trips. This will mean that a senior leader back here in school will provide you with travel updates and make contact should there be a need whilst your child(ren) is away. These communications will be sent direct to the emergency email address shared with us when you signed up for the trip to the Harry Potter Studios, therefore please ensure you let us know if there is any change to this.

For this particular trip the out of hours contact is David Finlay (David.finlay@selwood-academy.co.uk) You are advised to check your junk folders also, please. Should you have any queries relating to the trip after 16.00, please don't hesitate to contact David. Prior to this time, please contact the school in the usual way.

Yours sincerely

**Mr O Crook-Wynn**  
**Head of English**

**'Let your light shine before others' Matthew 5 v 16**  
**Head Teacher: Mr Daniel Jeffries BA(Hons) MA NPQH NPQEL**

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Safeguarding is everyone's responsibility - Selwood Academy is committed to safeguarding and promoting the welfare of our children and we expect all members of staff, volunteers and visitors to share this commitment.