

**NORTHGATE HIGH SCHOOL  
EDUCATIONAL VISITS PARENTAL CONSENT FORM**

**Please complete and return to the office post box to provide consent from now  
until your child reaches the end of Year 11**

**FAILURE TO RETURN THIS FORM WILL MEAN YOUR CHILD WILL NOT BE ABLE TO TAKE PART IN TRIPS  
AND ACTIVITIES**

**Name of child:** \_\_\_\_\_ **Date of birth:** \_\_\_\_\_

**Tutor group:** \_\_\_\_\_

**Please note the following information before signing this form**

- The trips and activities covered by this consent include the following three categories:
  1. specific, one-off visits e.g. museum visits, field trips
  2. regular, routine off-site activities e.g. use of off-site facilities for PE
  3. off-site sporting fixtures<sup>i</sup>
- These trips and activities may take place in or outside of the school day
- The school will send you information about each trip in Category 1 before it takes place
- The school will request acknowledgement that you have received information regarding any visit in Category 1 that departs before 0830, or has a planned return after 1630, using a brief reply slip
- You can, if you wish, tell the school that you do not want your child to take part in any particular visit or activity
- You will be required to complete an additional consent form for any residential trips, visits abroad or trips involving adventurous activities

I consent to my child taking part in the types of visits/activities indicated. I acknowledge that the staff will be liable in the event of any accident only if they have failed to take reasonable care of my child during the visit.

**I have read the information provided overleaf** with regard to the standard of behaviour and code of conduct expected during visits and **I undertake to reinforce this information with my child.**

**I agree to keep the school up to date with my emergency contact details.** *Please note that we are advised by the Department for Education to have more than one emergency contact per child whenever possible.*

I consent to my child receiving medical treatment that, in the opinion of a qualified medical practitioner, may be necessary. **Please ensure you have provided us with up to date details of your child's medical practice.**

Where payment is required, I undertake to pay the required sums by whatever date(s) are specified to me and accept that, in respect of any withdrawal from the visit for whatever reasons, there will be no refund of the whole or part of the payment(s) made unless the circumstances are covered by travel insurance or otherwise at the discretion of the school governors.

**Signed:** \_\_\_\_\_ (Parent/Carer) **Date:** \_\_\_\_\_

**PLEASE READ OVERLEAF**

In your child's interest, it is important that the organising staff should know whether he or she suffers from **any illness or medical condition**.

**Please ensure you have provided us with up to date details if your child suffers from any illness, allergies or medical condition.**

**At the time of the trip** please let us know if your child is **receiving medication**, with details and dosage, any specific **dietary requirements**, and/or any **other relevant information**.

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## **Code of Conduct for Northgate Students Involved in Off-site Activities**

All students need to be familiar with the following:

- Students in Years 7 to 11 have to wear full school uniform unless otherwise indicated. Failure to do so may result in them not being able to take part in the trip.
- All school rules/guidance will be applicable to off-site activities, including no smoking, no consumption of alcohol and no use of illegal substances.
- Students are expected to follow the instructions of school staff and visit centre staff at all times.
- Students are to observe and adhere to the codes of conduct at the place(s) visited.
- In the event of an emergency, students are to inform their group leader immediately and follow any instructions and advice as given by their group leader.

All parents/carers need to be aware of the following:

- In the event of illness, or persistent misbehaviour, parents/carers must be prepared to resume supervision of their child prior to the scheduled completion of the visit. Any costs incurred in collecting the student will be the responsibility of the parent/carer.

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<sup>i</sup> Students are verbally informed about fixtures as soon as they are confirmed with other schools **and are responsible for sharing this information with their parent/carer(s)**. Some fixtures are known about in advance, but others, due to weather and competition deadlines, can be arranged at very short notice. If a fixture is away, students are transported by school minibus and are always accompanied by a member of the school staff. Emergency contact and medical details are taken from the school system, so it is essential that parent/carer(s) notify the school of any changes. At the end of a fixture students will be free to make their own way home from the Northgate site.