

Our ref: ABM/NSH
Date: 16th October 2023

Dear Parents/Carer,

St Giles Trust are running off site provision during the school holidays at Bishop Young Academy on Wednesday 1st November 9-4pm. There will be a carousel of activities including mixed sports, cooking, arts, DJ workshops, rap battles and podcasting. Your child has been selected to take part in these activities and can attend all day or for a morning 9-1 or afternoon 12-4. There will be no cost to your child to attend the session and lunch, snacks and drinks are provided. Your child may bring a friend of their choice to accompany them if they wish – they do not need to be a Pudsey Grammar School student.

Please could you ensure that you fill in the parent/carers consent form, a medical consent form and also a behaviour contract for your child to adhere to, which will be on ParentMail. Please ensure these forms are filled in ahead of any activity due to take place. St Giles Trust aims to provide a safe and enjoyable experience for every young person. All St Giles staff have had relevant checks and all hold an enhanced DBS check. Please note the following important information:

- All consent forms must be completed by the parent or carer before any young person attends one of our activities.
- Parents and carers must ensure they notify us of any changes to the information given on the form.
- Parents and carers must arrange for the young person to be brought to and from the activity safely and on time. Parents/carers can attend if they wish, however there are no café facilities or waiting areas at the venue.
- If a parent or carer is not able to collect the young person, they should let us know in advance who will be doing so.
- We cannot take responsibility for any damaged clothing and/or personal items during the activity.
- Parents and carers should ensure the young person has sufficient water and medication (where appropriate and also labelled) for the duration of the activity.
- The provision is organised and provided by St Giles Trust – no Pudsey Grammar School staff will be in attendance.

Please complete all documents on ParentMail **only if your child wishes to attend**.

Yours sincerely,

Miss R Stewart
Education Inclusion Mentor – St Giles Trust