



Headteacher: **Mr J Grant**

Sackville School, Lewes Road, East Grinstead, West Sussex RH19 3TY

Tel: 01342 410140 Fax: 01342 315544

Email: [secretary@sackville.w-sussex.sch.uk](mailto:secretary@sackville.w-sussex.sch.uk)

[www.sackville.w-sussex.sch.uk](http://www.sackville.w-sussex.sch.uk)



September 2015

Dear Parent/Carer

As part of the GCSE, AS and A2 drama qualifications, students must write about a live theatre production they have seen. Therefore, we will be running a theatre trip to London to see a production of '**The Curious Incident of the Dog in the Night-Time**' on **Monday 16<sup>th</sup> November 2015**. The performance at the Gielgud Theatre in London starts at 7.30pm and finishes at approximately 10pm. Students are to meet at **3.30pm** outside the school gates and we will be returning at approximately **11.30pm** when students can be collected from the main entrance. Students are reminded that, although this is an enjoyable event, they are also expected to make notes on the performance in their **logbooks** and so **must** bring them with a **pen!**

I strongly recommend that students bring their own food with them as we may not have a chance to stop before the show. They are permitted to bring money with them for programmes and souvenirs; however it is their responsibility and should be no more than £20. Students do not have to wear uniform but should keep in mind that we are going to a theatre in the West End and should dress appropriately (eg no grubby trainers).

You are invited to make a voluntary contribution of **£32.00** which will cover the cost of the visit including the ticket, coach travel and other incidental costs. I must, however, tell you that as the school could not bear the cost of the visit, the visit will not take place unless all parents, who are able, are willing to contribute. Insurance for all school trips is arranged through West Sussex County Council. Full details of the policy can be found on our website at [http://www.sackville.w-sussex.sch.uk/?page\\_id=26728](http://www.sackville.w-sussex.sch.uk/?page_id=26728).

The sum of £32.00 should be paid online; alternatively you can pay by cheque made payable to Sackville School. Full payment must be received by Friday 23<sup>rd</sup> October at the latest. Places on the trip are limited and will be allocated on a first come, first served basis. If you are unsure about being able to meet the cost of the trip, please let us know and we can try to find a suitable arrangement.

We will use the emergency contact details we have on our database for your child for this trip. If however, the contact details will be different for the duration of this trip, please fill in the details on the attached slip.

Please sign the attached permission slip to confirm that you have agreed to these arrangements and that travel arrangements from the school pick-up point have been made for the evening.

Yours sincerely

Mrs A Beasley  
**Curriculum Leader of Drama**



To: Mrs A Beasley

I give permission for my child ..... (name of student) of form ..... to attend the drama trip to **The Curious Incident of the Dog in the Night-Time** on Monday 16<sup>th</sup> November 2015, meeting outside the main gates at 3.30pm and returning at approximately 11.30pm. Travel arrangements from the school pick-up point have been made. I understand that good behaviour will be expected during the trip.

I have paid £32.00 online

I enclose a cheque for £32.00 made payable to Sackville School

Emergency contact telephone number .....

Emergency contact name (please print) .....

Signed..... Parent/Carer