

THE BRAKENHALE SCHOOL, RECTORY LANE, BRACKNELL, BERKSHIRE RG12 7BA

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Headteacher



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Wednesday 9th September 2009

Dear Parents

The English Department is planning to run a trip to The Courtyard Theatre, Stratford upon Avon to see a production of Shakespeare's 'Twelfth Night' on Wednesday 4th November 2009. We would like to invite your child to come on this trip as part of their extended learning.

We will be travelling to Stratford upon Avon by coach, leaving the school at 11.00am, arriving at the theatre for a 1.30pm matinee. We will leave Stratford upon Avon at 5.00pm and hope to return to Bracknell by 7.00pm.

The cost of the trip will be £ 28.50 per student which includes the coach fare, theatre ticket and insurance. Parents are therefore asked to make a voluntary contribution of £28.50 to cover the cost of the ticket and transport. As the school cannot fund any trip entirely, visits can only go ahead if enough voluntary contributions are received to enable us to afford the visit. If a trip cannot go ahead because of insufficient voluntary donations, all money received will be returned to those who contributed. If you need help financially, please apply for assistance from the school's Hardship Fund. Students who receive free school meals are asked to pay 50% of the voluntary contribution.

In order to secure a place on the trip we require the full amount by Friday 18th September. Places are limited and so tickets will be allocated on a first come first served basis. If you would like your child to participate on this trip, please complete the slip below and the Off-site Activities form that is attached to this letter and return to Student Reception with a cheque made payable to 'The Brakenhale School' for the full amount by Friday 18th September.

Yours faithfully

Mrs J Jackson
English Teacher

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To be returned to Student Reception by Friday 18th September 2009 at the latest.

English Trip to see 'Twelfth Night' at The Courtyard Theatre on Wednesday 4th November 2009

Name of student..... Tutor Group.....

- The above-named student has my permission to attend the performance of 'Twelfth Night'
- I enclose a completed Off-Site Activities Form
- I enclose a cheque made payable to 'The Brakenhale School' for £28.50 (or £14.25 if registered for free school meals)

Signed:..... (parent/guardian) Date:.....

