Edenfield C.E. Primary School

16th January 2019

Dear Parents and Carers,

YEAR 3/4 MIXED INDOOR ATHLETICS COMPETITION

..... has been chosen to represent the school in an athletics competition, the details of which are below:

Tuesday 22nd January
at Fearns High School

The event will commence at 3.30pm and is due to finish by 5.15pm. Children will be leaving school promptly at 3.00pm, and we politely request that parent and carers providing transport wait outside the school office at 2.55pm. Your child will need to wear trainers and their school PE kit; they will also need a drink. Help with transporting the children would be gratefully appreciated. Please indicate below if you are available to help. Should we qualify, the finals will take place on Monday 4th February.

If your child wishes to take part, please complete and return the reply slip by Friday 18th January. If you have any queries, please do not hesitate to contact me.

Yours sincerely

Mrs C.L. Garner
Headteacher

.....

YEAR 3/4 MIXED INDOOR ATHLETICS COMPETITION
at Fearns High School on Tuesday 22nd January 2019

I give permission for my child to take part in the above competition and know of no medical reason why he/she should not take part. ☐

Please tick where appropriate

- **I will transport my child to and from the venue** ☐ *(Please wait outside the office at 2.55pm)*
- **I would like my child to travel to the venue with a member of staff or parent, and I will collect them from the venue at the end of the event.** ☐ *(Please arrive at Fearns no later than 5.00pm)*
- **I would like my child to travel to and from the venue with a member of staff or parent, and then attend After School Club** (*only for registered After School Club members).* ☐
- **I will transport my child and can help with transport** ☐ *(Please wait outside the office at 2.55pm)*

Please indicate how many additional children you can transport.....and whether you can transport both ways or just one way.....

Where children are being collected by parents after the competition, we would greatly appreciate it, if you could collect your child from the venue. If this is not possible and your child needs to be brought back to school for collection, please inform the office as soon as possible.

Name of child ..... Signature of Parent/Carer .....

Please see overleaf for the terms & conditions regarding providing transport.

Terms and conditions under which staff or volunteer drivers provide transport:

- They accept responsibility for maintaining appropriate insurance cover, to include the carriage of pupils.
- They have a current driving licence. Any endorsements must be disclosed to the school.
- They accept responsibility for ensuring that the vehicle is roadworthy, that all passengers wear correctly fastened seatbelts and children that require booster seats use them.
- They will not transport a single pupil, unaccompanied, other than their own child.
- They confirm that they have never been interviewed, cautioned or convicted of an offence that would render them unsuitable to work with young people.