

May 2016

Dear Parent,

### **General Parental Consent to Adventurous and Off-site Activities**

I am writing to outline the arrangements that we have for consent for off-site school trips and adventurous activities. We obviously work within statutory requirements, but are not bound by the same regulations that maintained schools are.

Written consent from parents is not required for pupils to take part in many of the off-site activities we run, as most of these activities take place during school hours and are a normal part of a child's education at Abbotsholme.

We do require written consent for activities that need a higher level of risk management or those that take place outside school hours.

For the last couple of years, we have used a system in which parents give **general consent** for all adventurous and off-site activities. We have prepared a "one-off" **general consent form** which we ask all parents to sign. This will cover your child's participation in any of these types of activities throughout their time at the school. These include adventure activities and off-site trips and activities, whether within or beyond the school day. Please return this as soon as possible (by 1st September, please) for the attention of **Mrs. Sally Marren, Administrator**. You can post or fax it, or send the form back as an e-mail attachment to [sally.marren@abbotsholme.co.uk](mailto:sally.marren@abbotsholme.co.uk) (please have *General Consent* as the title for the message).

In the case of trips happening beyond the school day (8.20-5.00), trip organisers will strive to ensure that day parents are aware of the arrangements, either through an e-mailed letter or message via the pupil.

**If the trip involves an overnight stay away from school, you will be informed of the arrangements by letter, generally sent electronically.**

**Your specific, written consent for a trip will be sought only for trips where there is a charge, or which involve travel abroad.**

As you can see on the consent form, there is opportunity for you to exempt your child from any particular activities, although I would stress that Abbotsholme is a school which places great emphasis on exposing pupils to a range of challenging activities and experiences, in pursuit of its unique educational ethos. If you have any concerns about any of the trips that your child is likely to go on, please contact Tom Palmer, Assistant Head & Educational Visits Coordinator.

Thank you for your co-operation in this general consent process, which should save you considerable time in the long run, with no need to complete further consent forms for the vast majority of the multitude of activities which Abbotsholmians engage in.

Please note that in the case of voluntary trips, where pupils sign up to take part, particularly those that are beyond the school working hours such as weekend trips, the trip organiser may still ask for you to reply to a letter or e-mail, to give **confirmation** that your child is able to take part, in the sense of being free from any other commitments. This is not a legal consent process; it is merely an administrative process so that the trip organiser can be sure which pupils are able to take part. I would be most grateful for your co-operation in responding to such letters and requests. As this is merely

administrative, such confirmations can happen through e-mail, or any other means you find convenient. I hope that you find this approach will be smooth and trouble free, but please contact Mr. Palmer or the organiser of a trip in question, if you have any concerns or queries.

I would like to take this opportunity to remind you that other than the holiday expeditions we run, the vast majority of our trips are run at no additional cost to parents, as part of the all-inclusive fees package.

Finally, I encourage you to work closely with your children, to prompt them to take advantage of opportunities open to them; to try new activities and venture outside their 'comfort zone', sometimes with people that they do not know well.

Thank you for your help and support in all of this.

Yours sincerely,

A handwritten signature in green ink, appearing to read "Steve J", with a long, sweeping flourish extending to the right.

Steve Fairclough,  
Headmaster