



# Midhurst Rother College

The best in everyone™

Part of United Learning

31 October 2018

Dear Parent/Carer

## St John's College, Oxford

We are planning a joint trip for aspiring Sixth Form students and the Scholars' group next term, and we would like to take your child by train to Oxford on Wednesday 6 February 2019, to visit St John's College.

Many Oxbridge colleges have particular links with their adopted region of England. St John's College works with West Sussex schools to inform young people about studying at Oxford. Admissions staff and tutors at St John's College want to help strong candidates learn about the courses, make successful applications and impress at interview. The college invites up to twenty five students from a school for an experience day and we are writing to you about the visit as we feel that your son/daughter may have the academic potential to consider applying to study at Oxford University.

We will leave from Haslemere station at around 8.30am and return to Haslemere at around 5pm, so would ask that you arrange for your child's homeward journey from the station at this time. Exact train times will be sent home nearer the time. The cost of the trip will be £30 to cover the train fare. Students should also bring a packed lunch and a warm coat and wear comfortable shoes as we will be walking around the city and the College.

Reply slips must be returned to Student Reception along with the Medical Consent Form by Friday 16 November 2018. Please pay for the trip via the online payment system using the following link: <https://www.scopay.com/midhurst?redirect=true>. If you require support with the online process please contact our finance department at; [louise.stone@mrc-academy.org](mailto:louise.stone@mrc-academy.org) or [Katherine.Chard@mrc-academy.org](mailto:Katherine.Chard@mrc-academy.org). If you do not have access to the internet please make cheques payable to 'Midhurst Rother College'. Do contact us via email ([Fiona.Lunskey@mrc-academy.org](mailto:Fiona.Lunskey@mrc-academy.org) or [Sarah.Nathaniel@mrc-academy.org](mailto:Sarah.Nathaniel@mrc-academy.org)) with any questions about the Scholars' group or the Oxford Experience Day.

Yours sincerely

Mrs Fiona Lunskey  
Director for Challenge

Mrs Sarah Nathaniel  
Director of KS5

**Principal: Stuart Edwards**

Midhurst Rother College  
North Street  
Midhurst  
West Sussex GU29 9DT  
t 01730 812451  
f 01730 813524

e [enquiries@mrc-academy.org](mailto:enquiries@mrc-academy.org)  
[www.mrc-academy.org](http://www.mrc-academy.org)

@MRC\_1st  
@MRCSixthForm



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**Reply slip**

Trip title: Oxford University *trip* Trip Leader: Mrs Lunskey

Date of trip: Weds 6 Feb 2019

Name of Student: ..... Tutor Group: .....

I have made a payment through the cashless system  Please tick

Name of parent/carer: ..... Contact Tel: .....

Signed: ..... Date: .....

Please return this slip to Mrs Fowler at Student Reception by Friday 16 November 2018 along with the parental consent form. Thank you.



**PARENT'S CONSENT  
AND MEDICAL FORM  
SHORT TRIPS**

<b>Trip to:</b>	<b>St John's College, Oxford</b>
<b>From (date/time):</b>	<b>Wednesday 6 February 2019 8.30am</b>
<b>Until (date/time):</b>	<b>Wednesday 6 February 2019 5.00pm</b>
<b>Cost</b>	<b>£30</b>
<b>Party leader/department</b>	<b>Mrs Lunskey &amp; Mrs Nathaniel</b>

CONTACT INFORMATION		DOCTOR'S DETAILS	
Student name		Name of doctor	
Date of birth		Doctor's address	
Student mobile no			
Full home address		Doctor's telephone number	
Emergency contact numbers during trip			

MEDICAL INFORMATION/CONSENT– please answer the questions and sign below:		
Has your son/daughter had any of the following:	Y/N	If the answer to any of these questions is yes please give details(or attach on a separate sheet)
Asthma or bronchitis?	Y/N	
Heart Condition?	Y/N	
Fits/fainting/blackouts?	Y/N	
Severe headaches?	Y/N	
Diabetes?	Y/N	
Allergies to any medications?	Y/N	
Any other allergies?	Y/N	
Recent contact with contagious diseases/infections?	Y/N	
Other illness or disability including any current medical treatment?	Y/N	
Specific medical advice to follow in emergencies?	Y/N	
Special dietary requirements?	Y/N	
Prone to travel sickness?	Y/N	
Has your child been vaccinated against tetanus in the last 10 years?	Y/N	
Is your child currently having any medical treatment/taking medication (please provide full details)	Y/N	
I consent to any emergency medical treatment necessary during the course of the visit		SIGNED: <span style="float: right;">Parent/Carer</span>



**PARENT'S CONSENT  
AND MEDICAL FORM  
SHORT TRIPS**

**PARENTAL AGREEMENT – please read and sign below**

**Transport**

I consent to the pupil travelling by any form of public transport and/or in a motor vehicle driven by the party leader or any other responsible adult member of the party who is authorized by law and duly insured to drive.

**Accident/illness**

I consent to the pupil receiving medication as instructed and any emergency dental, medical or surgical treatment, including inoculations, general or local anaesthetic, surgery or blood transfusion, as considered necessary by the medical authorities present.

**Remotely supervised time (senior College only)**

I consent to the pupil having remotely supervised time in the daytime in a group of pupils with the prior permission of the party leader

**Personal effects of the pupil**

I acknowledge that the pupil will be responsible for the safety of his/her own money and personal effects. I will not hold the College responsible for losses unless caused by the negligence of the College.

**Insurance**

I understand the extent and limitations of the insurance cover provided, and know of no information that may affect the insurance.

**Signature of parents/guardians**

I, the undersigned who have parental responsibility for the above named pupil have completed the information requested above and overleaf. I have read and understood and I consent to the matters set out above and overleaf.

I agree to inform the College as soon as possible of any changes in the medical or other circumstances between now and the commencement of any journey.

**SIGNED:**

**(Parent/Carer)**

**Student agreement**

I the above named student agree to observe the code of conduct for visits. I will do my best to ensure the safety of myself and other members of any party. I will at all times act with courtesy and consideration for others and do my best to uphold the good name of the college.

**SIGNED:**

**(Student)**

Midhurst Rother College will collect and hold information on this form for administrative purposes only. We hold this information for no longer than is necessary, usually the duration of the trip.

We confirm that once the trip has been completed this document will be destroyed securely, unless there was an incident during the trip.

The data controller for personal information held by the Group Academies is United Learning Trust (ULT). ULT is registered with the ICO under registration number Z7415170. The Company secretary, Steve Whiffen, is responsible for ensuring that the Group complies with the Data Protection Law. He can be contacted on [company.secretary@unitedlearning.org.uk](mailto:company.secretary@unitedlearning.org.uk) or 01832 864538.

The College's full privacy notice is accessible via the College's website [www.mrc-academy.org](http://www.mrc-academy.org)