



# Heathfield

Community College and Sixth Form

Pride . Ambition . Community

2 February 2024  
STA/Manage/SIMSIT/lca

Dear Parent/Carer

## GCSE PHOTOGRAPHY TRIP TO BRIGHTON - RESCHEDULED

This is a reminder of the forthcoming GCSE Photography trip to Brighton in March and to advise that due to a separate Art trip running on the same day, we have had to reschedule the trip to accommodate students that study both Art and Photography.

Therefore, the GCSE Photography trip has now been rescheduled to take place on Tuesday 19 March (previously Monday 11 March). All other aspects of the trip remain the same, details below:

DESTINATION: Brighton  
DATE: Tuesday 19 March 2024  
LEAVING HCC: 9.00am  
RETURNING HCC: 2.50pm  
TRAVEL BY: Coach  
CONTRIBUTION: £11  
FOOD: Packed lunch and a drink (non-fizzy)  
EQUIPMENT: Camera with SD card and spare pack of batteries, fully charged mobile phone, phone charger/cable, waterproof coat and pen and paper for notes  
CLOTHING: Full school uniform must be worn (black trainers will be permitted)

Thank you to those who have already made payment. If you have not already paid and would like your child to attend, please make payment of £11 via [Arbor](#). Payment will be open from today up to and including Thursday 1 February 2024. If you have any problems making payment please email [trips@heathfieldcc.co.uk](mailto:trips@heathfieldcc.co.uk).

If you have any further queries regarding this trip please do not hesitate to contact me by email at [fstrachan@heathfieldcc.co.uk](mailto:fstrachan@heathfieldcc.co.uk) or telephone 01435 866066 Ext 1262.

Yours sincerely

**MS F STRACHAN**  
Curriculum Leader Art



Distinguished School



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Cade Street, Heathfield, East Sussex, TN21 8RJ Website: [www.heathfieldcc.co.uk](http://www.heathfieldcc.co.uk)

Headteacher: Ms Caroline Barlow B.A. (Hons)

**\*\*The College has adopted the ESCC policy on the safe running of educational visits.**

### **Permission Declaration**

I agree to my child receiving medication as instructed and any emergency dental, medical or surgical treatment, including anaesthetic, as considered necessary by the medical authorities present.

I give consent for the medical and emergency contact information provided to be used for the purpose of effective planning of school trips. In some circumstances the data will be shared with ESCC, for the purpose of approving visits and also any external providers involved in the organization and delivery of the visit. The data will be held until your child is 25 years old, in accordance with our retention schedule. For more information about your rights, please contact the school's Data Protection Officer.

I agree to impress upon them the necessity to behave responsibly and to help the leaders to ensure the safety of everyone on the trip.

I give permission for photographs/video to be taken of my child at this event to be used for display purposes at the College. This may include (but is not limited to) the images being used on the College website, social media, newsletter and in the local press. If you do not give permission, please inform the trip leader prior to the event.

In the case of an emergency we will use the contact details and medical information which you have previously given to the College which is held on our pupil data base (SIMS) If you wish to update this information please contact the College office, [office@heathfieldcc.co.uk](mailto:office@heathfieldcc.co.uk) or telephone 01435 866066.

If you wish to register different contact details for the day of the trip only, please contact the trip organiser whose name is on the bottom of this letter.

**As with all college trips and events, the health, safety and welfare of all students and staff is paramount. Therefore, as stated in our trips policy, *it may be acceptable to exclude someone from an activity or visit if their potential behaviour presents a significant, unmanageable and unacceptable risk.* Any decisions that are made will be communicated prior to the trip.**

### **Data Protection Act & GDPR**

For more information about your rights, please see our privacy notices found on the college website at [http://www.heathfieldcc.co.uk/?page\\_id=1595711](http://www.heathfieldcc.co.uk/?page_id=1595711). You may withdraw your consent at any time by emailing the trip leader. Please be aware that if you do so, we cannot allow participation on the trip to proceed