



# BORDEN GRAMMAR SCHOOL

Borden Grammar School  
Avenue of Remembrance  
Sittingbourne  
ME10 4DB

17 May 2022

Dear Parent/Guardian

## RE: Year 12 HIGHER EDUCATION/POST-18 OPTIONS CONVENTION

We are proposing to organise a visit to a Higher Education Convention at the Kent County Showground, Detling on the morning of Thursday, 9 June 2022. Universities and colleges from all over the country will be represented and admissions' tutors will be on hand to give advice on a wide range of courses. As well as Universities, CXK Careers and apprenticeship providers will be on hand to talk about alternatives to higher education. Information gathered at the convention will provide a useful basis when deciding whether to apply to higher education and selecting courses in preparation for your son/daughter's application to higher education courses or apprenticeship options in the Autumn term. A series of talks on subjects such as finance and gap years will also be given.

This is a visit for which we are, by law, unable to make a charge. However, school finances are such that the trip cannot take place unless we raise, by voluntary contributions, the necessary funding. The trip will cost £7.00 per pupil place. We appreciate that some parents, especially those who receive Income Support or Family Credit may feel very limited in the contributions that they are able to make, and anyone in these categories who wishes their child to have a place on the visit should make contact with the Headteacher in confidence so that their son/daughter is in no way whatever disadvantaged. Pupils who are eligible to go on the trip but who, whatever their parental circumstances, do not make a contribution must, under the law, be allowed to go, and for this reason I must make it clear that whether the trip actually takes place will depend very largely on the willingness of the parents to contribute as indicated. I very much hope that, as usual, this support will be forthcoming.

We prefer that payments for trips are either by made by cheque which can be deposited in a named envelope through the letter box in the Finance Office, or via the BGS online payment system (SCOPAY). Details of how to make online payments have been issued in personalised letters for each student's parents. If you require a new copy, please contact the Finance Officer, Mrs Rich, at [r-rich@bordengrammar.kent.sch.uk](mailto:r-rich@bordengrammar.kent.sch.uk) and she will send one out. If cash payments are made for trips, students must deliver them in person to the Finance Officer or Bursar and a receipt will be issued. Cash payments can only be accepted at morning registration or morning break and MUST NOT be posted through the Finance Office letter box.

We thank you for your continued support.

Yours faithfully

**Mr C Brinn**  
**Head of Sixth Form**



Headteacher: Mr A Tomlin MA NPQH



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**Please return this slip to Mrs R Rich, Finance Office by Monday, 6 June 2022**

**Name of Visit:** Year 12 Higher Education Convention      **Date of Visit:** Thursday, 9 June 2022

*Please tick each box that applies below*

Name of Pupil \_\_\_\_\_ Form \_\_\_\_\_

- I have read the information about the proposed trip on the 9 June 2022 and wish my son/daughter to take part in the visit.
- I enclose £7.00 towards the visit. Cash / Cheque\* payable to Borden Grammar School.  
*\*please delete as appropriate*
- I have made an online payment of £7.00.
- I attach, for the organiser, details of any ailments, allergy, condition or diet of which you may need to be aware in relation to the visit.
- My son/daughter\* has/does not have\* a medical care plan at the school with additional information that needs to be acted upon as necessary *\*please delete as appropriate*
- I authorise the leaders of the trip to act on my behalf in an emergency and to sign on my behalf any consent forms required by medical authorities if they know it would not be advisable to wait for my signature.

**Parent/Guardian signature** \_\_\_\_\_

**Date** \_\_\_\_\_      **Tel**

**No.** \_\_\_\_\_

*\*Please delete as appropriate*