



Cardinal Pole Catholic School

Cardinal Pole Catholic School
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Tel: 020 8985 5150

www.cardinalpole.co.uk

Headteacher: Ms J Heffernan
Follow us on Twitter @CardinalPoleRC

8th February 2018

Dear Parent/Carer,

YEAR 10 INTO UNIVERSITY INSIGHT DAY AT UBS

As part of your child's inclusion on the Into University programme they have been invited to spend the day at the offices at UBS for a Business simulation day. Students will work with staff from Into University and UBS on a day long project. It should provide them with a very aspirational experience that will improve their confidence and employability skills. The day should be of interest to all students and not only those with an aspiration of a career within Business.

Details of the trip:

| | |
|-----------------------------|---|
| Venue: | UBS, Bishopsgate Circus, City of London |
| Date(s): | 19 th February 2018 |
| Time: | Leave school at 8:50am return by 3:30pm |
| Travel arrangements: | 26 bus from Well Street to Liverpool Street |
| Cost: | Please bring bus pass |
| Meals: | Lunch is provided |
| Special Clothing: | Full school uniform must be worn |

Please be assured that the students will be accompanied to and from the venue, as well as being fully supervised for the entire trip. If there are any concerns regarding the trip, please feel free to contact me on the above number.

Please complete the attached reply slip below and return it to me by 19th February 2018. Please Note: No child will be allowed to attend the trip without a completed reply slip.

Yours faithfully

Mr J Egan
Career Guidance Manager

REPLY SLIP: YEAR 10 INTO UNIVERSITY INSIGHT DAY AT UBS **PLEASE RETURN TO MR EGAN BY FRIDAY 9TH FEBRUARY 2018**

I give permission for my child to attend the trip to UBS.

Student Name:..... Form:.....
(please print)

Medical Condition/Allergies:.....

Emergency Contact Name and Relationship to Child:.....

Emergency Contact Number:.....

Please tick one of the boxes below

My child will be collected from school ☐
My child can leave from the station on the way home ☐

Signed:..... (Parent/Carer) Date:.....

