



**Annual Parental Consent and Indemnity Form**  
**for School Trips and Activities Academic Year 2016-2017**

In order to reduce the burden of bureaucracy for parents and carers, the school is introducing an annual consent form for school visits and off-site activities. This information will be requested once a year so that our records are kept up-to-date. If at anytime during the school year you realise that these details need amending, please contact the school office on 0208 780 1244 or email: [info@saintcecilias.london](mailto:info@saintcecilias.london). **Please read the form carefully and complete all sections below and overleaf.**

**I give permission for my son/daughter:**

To take part in educational visits and activities that take place away from the main school site that are supervised by Saint Cecilia's Church of England School and follow Saint Cecilia's educational visits policy and arrangements for the supervision of pupils.

To be given first aid or urgent medical treatment during any such activity if deemed necessary by members of school staff.

**Please note the following important information before signing this form:**

- The trips and activities covered by this consent form include all one-day non-residential visits within the UK which take place from the beginning of September 2016 to the end of August 2017
- The teachers in charge of the visit will provide full information about each visit before it takes place except for regular school sporting fixtures and some on-going musical engagements, details of which can be found on the school calendar. The information provided will usually be in the form of a letter emailed to you.
- You can inform us if you do not want your child to take part in any particular school visit or off-site activity by emailing the school office.
- The information used by teachers in charge of each visit regarding a pupil's medical conditions and emergency contact information will be taken from the school database and this form. It is essential, therefore, that this information is up to date. If the school has reason to believe this is not the case, your child may not be able to participate in the planned visit. If your child's medical circumstances change, you must notify the school office immediately to ensure that the record is up to date.

Pupil's full name and current mentor group:

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Name of Parent /Carer (block capitals):

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Parent's/Carer's signature: \_\_\_\_\_ Date: \_\_\_\_\_

If you wish to return this form by electronically, please email to: [info@saintcecilias.london](mailto:info@saintcecilias.london). An email return from a known parental email will be deemed as signed consent.

Alternatively, please print, complete, sign and return to the school reception.



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Name of child: \_\_\_\_\_ Year \_\_\_\_\_ Mentor Group: \_\_\_\_\_

Name of Parent/Carer: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone numbers where parents/carers can be reached in an emergency:

	Mobile	Work	Home
Contact 1			
Contact 2			
Other family member			

**Medical Information**

Please provide details of any medical condition your child has:

Details of medical condition/allergies:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Has your child received a tetanus injection in the last five years?

YES/NO

Does your child suffer from travel sickness?

YES/NO

\_\_\_\_\_

**Dietary Needs**

Details of any special dietary requirements or food allergies:

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\_\_\_\_\_

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**GP or Medical Centre**

Name, address and telephone number of GP or Medical Centre:

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**PLEASE INFORM THE SCHOOL AS SOON AS POSSIBLE OF  
ANY CHANGES IN MEDICAL OR OTHER CIRCUMSTANCES**