

# Greenway Academy

Headteacher: Karen L White MA (SESI)

Address: Greenway Academy, Greenway, Horsham, West Sussex RH12 2JS

Telephone: 01403 252013

E-mail: [office@greenwayacademy.co.uk](mailto:office@greenwayacademy.co.uk)

Website: [www.greenwayacademy.co.uk](http://www.greenwayacademy.co.uk)

September 2015

Dear Parents/Carers

During your child's time at Greenway Academy activities, such as educational visits and sporting events, will be planned which require parental permission before children can participate. We request that you give consent for your child to participate in such activities by signing the permission slip at the bottom of this letter. This will cover visits within a 30 mile radius of the school, and will not cover residential visits.

The information will be kept in your child's personal file and on the school's system. Should you wish to change your mind about giving permission at any time during your child's time at the school you are welcome to do so, in writing.

We will continue to keep you informed of all events and activities that your child will be involved in. Details such as the cost of trips, the need for packed lunch etc will be sent out in the normal way. Activities planned by the school will continue to be well supervised. Giving your consent to your child taking part in these activities implies consent to any emergency medical treatment that may be necessary. While the teacher(s) in charge will do everything possible to get in touch with you in the event of illness or accident, circumstances may make it necessary for them to use their own judgement about emergency medical treatment.

Yours sincerely

Karen White  
Headteacher

---

## Greenway Academy Activities Permission Slip

Child's Name: \_\_\_\_\_

Class: \_\_\_\_\_

I give permission for my son/daughter to participate in all activities and events organised for his/her class or group throughout their time at Greenway Academy.

Signed \_\_\_\_\_ (Parent/Guardian)      Date \_\_\_\_\_

(I understand that I will be informed in advance of all planned events/activities and should I wish to withdraw my child from an activity I may do so provided I inform the school in writing before the event takes place).