

09/01/2020

Dear Parents

Year 12 UCAS Higher Education Exhibition Trip – Tuesday 25 February 2020

As part of their information gathering process for Higher Education post 18, we have booked 150 places for Year 12 students to attend the UCAS Higher Education Exhibition at the University of Surrey on **Tuesday 25 February 2020**. This exhibition plays a vital part in helping applicants decide what and where to study within Higher Education. There will be a wide range of universities, HE institutions, the National Apprenticeship Service and other student related organisations from around the United Kingdom, all united in their aim to inform and advise young people on their future options.

The coaches will leave RGS at **09.30am promptly** and are expected to return at approximately 14.30pm. Three members of staff will accompany each coach, which will depart from and return to Green Road (at the back of the School).

All boys going to the convention will receive a copy of the 2020 APPLY book (RRP £7.00), produced by Pure Potential. This is an extremely popular Sixth Form guide and has proved invaluable to RGS boys in previous years. It gives advice on applying to university, school leaver opportunities and careers help.

Within the terms of the School's policy on charging, I am writing to ask for your agreement to your son making the visit and to ask for a voluntary contribution of **£17.00** to cover the cost of the trip. No student will be prevented from taking part in the visit on the grounds that parents cannot or will not make such a contribution, but if insufficient funding is available, the visit may be cancelled. If you feel that the cost involved is prohibitive, please do contact me, in strictest confidence, and I will see if there is funding available to assist you.

If you wish your son to take part in the trip, and we warmly encourage Y12 students to attend this convention, **please log onto Parent Pay, look up the "UCAS Yr12 Higher Education Exhibition" and pay the full amount of £17.00 by Monday 13 January 2020.** If you are unable to pay online, please contact the Finance Office to pay by an alternative method. Please note that, if your son drops out of the trip, we will be unable to provide a refund unless he finds someone to take his place.

In addition, to avoid queuing at the event, after payment and before the trip, **your son MUST register individually for his place** via this link: <https://eventbookingsucas.com/sr/event.aspx?e=144>. He should click on 'Join group booking' and then 'I am a student' and enter the group booking reference: **UCASBKN435469**. There is a limited time slot available to us at the exhibition so anyone who has not pre-registered will waste a considerable amount of time on arrival. Please note that we will NOT be chasing boys about this. Students should know that, as part of this registration, they will need to opt-in to receive additional information from universities, colleges and employers. This could be invitations to open days, prospectuses, or relevant course or opportunity vacancies.

As you are aware, you and your son have completed and signed the 'RGS Lifetime Behaviour and Medical Consent form' for RGS day trips. However, please understand that it is a parental responsibility to inform Matron matron@rgshw.com of any changes to the medical condition of your son, and any changes to emergency contact numbers should be sent to Mrs Gamester pg@rgshw.com; these requests apply to your son at any time during his school career. Contact detail changes can also be made using the SIMS Parent App.

Please encourage your son to look at this website page in preparation for this visit: <https://www.ucas.com/events/surrey-higher-education-exhibition-2020-353116>. He will find a list of exhibitors and further venue information.

If you require any further information, please do not hesitate to contact me (hrm@rgshw.com) or Mrs Hinsliff, UCAS Administrator (gch@rgshw.com).

Yours sincerely



Hilary Munday
Assistant Head