



Great Marlow School

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EXECUTIVE HEADTEACHER

Mr K Ford

HEAD OF SCHOOL

Mr G Pendlebury

13th March 2024

Dear Parent / Carer

I am writing to confirm the final arrangements for the trip to *Holbein at the Tudor Court* exhibition at Buckingham Palace on Thursday 28th March.

We will be meeting in the canteen at 9.20 am to register students and we need to leave promptly and so we will not be able to wait for latecomers. Students will be expected to catch up on any schoolwork missed.

Students need to purchase their own train ticket prior to travelling owing to time constraints on the day. Students require an off-peak travelcard as we will be travelling into London on the Elizabeth Line to Tottenham Court Road. Students need to ensure, if they are staying in London and travelling back separately, that they purchase the appropriate ticket as they might require a peak travel card depending on their departure time later that day. As mentioned in my previous letter, if you are struggling financially to cover the cost of the train travel, please email me on: sbullock@gms.bucks.sch.uk. No student will be treated differently based on parent / carer willingness or ability to pay.

We will be walking to the exhibition across London, so students need to ensure that they have appropriate footwear and dress according to the weather on the day. Students should also bring a packed lunch as there are no café facilities at the gallery.

When we arrive at the Queen's Gallery students should be aware that there is airport-style security that we need to pass through. Students may check items into the cloakroom free of charge, but they should avoid bringing valuables with them. If they do, their belongings remain their responsibility.

Once we have completed our tour of the gallery, we will of course exit through the Buckingham Palace gift shop should the students wish to purchase any souvenirs. We will then make the short walk to the ICANDO Centre where the students can eat their packed lunch. From 2 pm, the students, if they have parental permission, can remain in London and we will be releasing them back into your care.

The students that are travelling back as a school group – we will depart London and we hope to be back in Marlow at 4 pm and back at school by 4.15 pm, where students need to make their own arrangements for their onward journey home.

Students are reminded that they are representing the school at all times and the highest standard of behaviour is expected.

Please do not hesitate to contact me at school with any questions you should have about the trip.

Yours faithfully

Mrs S Bullock

History Department