



## MAYFLOWER HIGH SCHOOL GENERAL TRIPS CONDITIONS

Dear Parent/Carer

When you tick the consent box as part of the payment process for trips you are agreeing to the general trip conditions.

### REFUNDS

Once a booking is made, no refunds will be possible, except where there are insufficient funds to run the trip or the student is removed from the trip for poor behaviour.

### ALLOCATION OF PLACES

The school does not operate a 'first come, first served' system in relation to trips. Places are applied for by letter of interest or payment. If the number declaring an interest exceeds the number of places then names will be drawn by public random selection.

Any student who fails to get a place through not being selected will be placed on a reserve list.

Any student who fails to get a place on the trip will be given priority if the same trip is run again and is still applicable to their year group.

### BEHAVIOUR

Behaviour will be monitored prior to any trip, and the school reserves the right to withdraw any student from the trip whose behaviour is deemed to be unacceptable.

### MEDICAL

During the course of the trip, staff are authorised to approve such medical treatment for the student as is deemed necessary in an emergency, on the advice of a qualified medical practitioner. Staff are also authorised to carry out, or authorise first aid, should they deem this necessary.

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STOCK ROAD · BILLERICAY · ESSEX · CM12 0RT · TELEPHONE: 01277 623171 · FACSIMILE: 01277 632256

Email: [educate@mayflowerhigh.essex.sch.uk](mailto:educate@mayflowerhigh.essex.sch.uk) · WEB: [www.mayflowerhigh.essex.sch.uk](http://www.mayflowerhigh.essex.sch.uk)

Company Number: 07692668

## SEATBELTS

Where seatbelts are provided, students are expected to wear them. If they refuse, responsibility for the students' transport will then revert to the parents/carers.

## INSURANCE

The school arranges a block insurance policy to provide travel cover for all members of the trip, and a small charge is made to cover this cost. In the event of accident, illness, or loss of personal property, including travel documents, students must notify a member of staff immediately, so that the necessary steps can be taken to claim insurance cover, if appropriate.

## TRIPS ABROAD

It is the responsibility of parents/carers to ensure all passports, visas and EHIC cards are up to date for the period of travel. NO refunds will be made, if a student cannot travel due to out of date documentation. EHIC cards must be carried as insurance may not cover medical treatment, which would have been covered by the EHIC card. Any costs incurred due to failure to carry an EHIC card will be the responsibility of the parent/carer.

## PRIVACY

Staff on a trip will be issued with student information including contact numbers and medical conditions. This is necessary in order for the member of staff to take the necessary action should your child become unwell.

It is sometimes necessary to pass personal information such as contact details and medical information on to third parties, especially in the case of residential trips and trips abroad. By giving consent to the trip you are agreeing that if required this information can be passed on.

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