



Monday 31st October 2022

Dear Parent/Carer,

I would like to inform you of an educational trip that has been organised for your child on Thursday 17th November 2022, this is to support their Extended Project Qualification (EPQ) course.

A lot of research is required in order to be successful in an EPQ, therefore a trip to use the Loughborough University Library resources will be invaluable to their success. This experience will also equip your child with the necessary skills required if they choose to attend University after Year 13. It will mean they will be familiar with the range of sources available and how to access them in preparation for degree studies. This trip is fully funded and therefore there is no cost to you.

The proposed plan for the day is as follows:

9.00am	Students to leave school (meet at The Castle Rock Bus Park).
9.30-9.40am	Arrival and greeting
9.40-10.15am	Tour of University and Library facilities
10.15-11.15am	Session on sourcing and accessing research by the Loughborough University service team
11.15-11.30am	Break
11.30am-12.45pm	Students to begin searching and accessing resources
12.45-1.30pm	Lunch
1.30-2.30pm	Chance to source more research and potentially photocopy sources with support from the Loughborough University service team.
2.30pm	Leave campus, and head back to The Castle Rock School

It is strongly advised that all students take their own lunch and snacks for the day, as there is only access to a vending machine. Any student in receipt of free school meals will be provided with a packed lunch. The campus uses a cashless system whereby students of Loughborough University top up their cards to access goods and services across the site. The Castle Rock students are allowed to use the vending machine, but any cash brought on the trip will be their responsibility.

Please could you complete the slip below by Monday 14th November 2022 to let us know if your child will be attending this trip.

Best Wishes
Miss H Sharp
(Head of Sixth Form)

Reply slip - Please return to Miss Sharpe

I, _____ (Parent/Carer), confirm that _____ (Name of child)

will/will not be attending the trip to Loughborough University on Thursday 17th November 2022 (Please delete as applicable)

Signature (Parent/Carer)