

# South Wilts Grammar School for Girls

**A Specialist Science, Maths and Computing College**

Stratford Road, Salisbury, Wiltshire, SP1 3JJ

Company Registered Number: 07451741

VAT No: 114 6429 30

Email [head@swgs.wilts.sch.uk](mailto:head@swgs.wilts.sch.uk)

Tel 01722 323326 Fax 01722 320703



**Headteacher** Michele Chilcott BSc MA **Deputy Headteacher** Carolyn Stammers BA MA

September 2016

Dear Parents / Carers

## Re: A Cappella events 2016-2017

The Music Department is delighted that your daughter is part of A Cappella and is committed to participating in all our events this year. Scheduled events for 2016-17 are:

- Speech Day – Thursday 15 September 2016 – Salisbury Cathedral (**Rehearsal 8.30am - Salisbury Cathedral (Evening arrival time 6.55pm). PLEASE SEE ATTACHMENT**)
- Eucharist – Tuesday 18 October 2016 - Salisbury Cathedral - 5.30pm (leaving school 3.00pm)
- School Concert – Tuesday 22 November 2016 – School Hall – 7.00pm, rehearsals during the day.
- Carol Service Rehearsal – Monday 12 December 2016 – SWGS Main Hall 9:00am
- Carol Service – Tuesday 13 December 2016 (**Rehearsal 8.30am** Salisbury Cathedral. **Evening rehearsal 6.15pm** Salisbury Cathedral. Service 7.30pm)
- A Cappella Concert Rehearsal – Wednesday 18 January 2017 – St Martin's Church 7pm– 9.15pm.
- A Cappella Concert with Chamber Orchestra – Saturday 21 January 2017 – St Martin's Church 7.30pm (Rehearsal 1.45pm).
- Day trip to sing Evensong at Portsmouth Cathedral – Saturday 18 March 2017 – leaving school approx. 10am. Service 5:30pm (timings to be confirmed).
- Joint Choral Concert evening rehearsal – with BWS Choir – Tuesday 4 April 2017 – BWS Sports Hall 7.30 – 9.00pm.
- Joint Choral Concert evening rehearsal – with BWS Choir – Tuesday 25 April 2017 – SWGS Main Hall 4:30 – 6:00pm.
- Joint Choral Concert evening rehearsal – with BWS Choir and Orchestra – Wednesday 3 May 2017 – BWS Sports Hall (6.45pm Orchestra) - 7.45 – 9.15pm (Choirs).
- Joint Choral Concert Saturday 6 May 2017 – City Hall – 7.30pm (**City Hall Rehearsal 12.45pm**).

We will send you information for events, including rehearsal times and locations, prior to each date via hard copy and email. The department will also post details on the school website. We would also encourage the girls to take responsibility for their activities, listen carefully to instructions at rehearsals and pay careful attention to the school bulletin.

If your contact details or daughter's medical conditions change, would you please inform the School. **Would you also ensure that your daughter takes all necessary medication with her when participating in all activities. Please be aware that during rehearsals in the Cathedral there will be members of the public taking photographs and videos.**

Yours sincerely,

Mrs E. J. Poppleton  
Head of Music



Maths & Computing



Science



Challenge Award  
FOR EXCELLENCE IN PROVISION FOR  
ABLE, GIFTED & TALENTED PUPILS  
NACE RE-ACCREDITED SCHOOL APRIL 2015



Healthy Schools  
WILTSHIRE



The Mark of Quality  
for Careers Education  
and Guidance



ARTS COUNCIL  
ENGLAND  
ARTSMARK  
GOLD



INTERNATIONAL  
SCHOOL AWARD  
2013-2016



SOUTH WEST  
ACADEMIC TRUST  
INNOVATION & ASPIRATION



Eco-Schools



Ofsted  
Outstanding  
2007-2008

INFORMATION FOR TRIPS

With regard to the visit listed over in which your daughter will participate, we ask parents to read the following information carefully, to sign the consent slip and return it immediately to the Party Leader. We would point out to parents, however, that a parental signature does not sign away a child's rights, nor are the statutory rights of a parent affected.

#### **A. Insurance**

In the School Accident Plan, pupils are covered for accidents occurring whilst at school, whilst travelling to and from school and during school organised activities, including sporting events and school journeys in the holidays. This applies anywhere in the world in respect of school organised activities. Maximum benefit (total organic paralysis) is £50,000. However, parents should note that the personal belongings of pupils are not covered should they be lost or stolen nor does the school accept liability for such losses. In view of this, parents may wish to consider making their own insurance arrangements. Parents may be held responsible for any damage which may be occasioned solely through the misconduct or carelessness of their child to the person or property of any other person or persons;

#### **B. Transport**

I consent to my child travelling by any form of public transport and/or in a motor vehicle driven by the Party Leader or other adult member of the party. The minibus insurance is fully comprehensive. Seat belts are fitted to the school minibus. Every effort is made to use only coaches fitted with seat belts on school organised activities.

#### **C. Medical Treatment**

Parents need to be aware that teachers are not allowed to give medication, including sea-sickness or paracetamol tablets on their own initiative. Hence medication authorised by the parent should be given to staff with instructions on how it should be used. The exceptions to this include asthma inhalers or treatment for diabetes, which should be retained by the child, but parents should inform staff on how and when they are to be used.

Teachers are considered to be 'in loco parentis' on school organised activities and must be able, in the child's interest, to take such action as a prudent parent would for his/her child. In a sudden emergency there is unlikely to be time to contact parents. We ask parents therefore to sign the authorisation statement. (Please note a 16 year-old may give self consent to medical treatment).

I understand that the party leader or any other member of staff or authorised adult will consent to such medical treatment, including inoculation, surgery or blood transfusion, which, in the opinion of a qualified medical practitioner, may be necessary for my daughter.

#### **Agreement:**

I agree to indemnify any member of staff involved against:

- any claim made against him/her by a third party directly or indirectly arising out of any act or default of my daughter; and
- any costs and expenses reasonably incurred and/or other sums disbursed by her on behalf of my daughter during or as a result of the trip, and
- any loss to him/her arising from damage to or loss of property or personal injury contributed to or caused by any act or default of my daughter



#### **INFORMATION FOR**



we ask parents



to read the following information carefully, to sign the slip and return it immediately to Party Leader. We would point out to parents, however, that a parental signature does not sign away a child's rights, nor are the statutory rights of a parent affected.

### A. Insurance

In the School Accident Plan, pupils are covered for accidents occurring whilst at school, whilst travelling to and from school and during school organised activities, including sporting events and school journeys in the holidays. This applies anywhere in the world in respect of school organised activities. Maximum benefit (total organic paralysis) is £50,000. However, parents should note that the personal belongings of pupils are not covered should they be lost or stolen nor does the school accept liability for such losses. In view of this, parents may wish to consider making their own insurance arrangements.

Parents may be held responsible for any damage which may be occasioned solely through the misconduct or carelessness of their child to the person or property of any other person or persons;

### B. Transport

I consent to my child travelling by any form of public transport and/or in a motor vehicle driven by the Party Leader or other adult member of the party. The minibus insurance is fully comprehensive. Seat belts are fitted to the school minibus. Every effort is made to use only coaches fitted with seat belts on school organised activities.

### C. Medical Treatment

Parents need to be aware that teachers are not allowed to give medication, including sea-sickness or paracetamol tablets on their own initiative. Hence medication authorised by the parent should be given to staff with instructions on how it should be used. The exceptions to this include asthma inhalers or treatment for diabetes, which should be retained by the child, but parents should inform staff on how and when they are to be used.

Teachers are considered to be 'in loco parentis' on school organised activities and must be able, in the child's interest, to take such action as a prudent parent would for his/her child. In a sudden emergency there is unlikely to be time to contact parents. We ask parents therefore to sign the authorisation statement. (Please note a 16 year-old may give self consent to medical treatment).

I understand that the party leader or any other member of staff or authorised adult will consent to such medical treatment, including inoculation, surgery or blood transfusion, which, in the opinion of a qualified medical practitioner, may be necessary for my daughter.

#### Agreement:

I agree to indemnify any member of staff involved against:

- any claim made against him/her by a third party directly or indirectly arising out of any act or default of my daughter; and
- any costs and expenses reasonably incurred and/or other sums disbursed by her on behalf of my daughter during or as a result of the trip, and
- any loss to him/her arising from damage to or loss of property or personal injury contributed to or caused by any act or default of my daughter

**PLEASE COMPLETE and RETURN THIS WHOLE INFORMATION SHEET TO MISS COLLINS IN THE MAIN OFFICE  
BY MONDAY 12 SEPTEMBER 2016:**

Daughter's name ..... Form .....

**I have read and understood all the information above**

**I consent to my daughter participating in the following Music Department events during 2015-16:**

- Speech Day – Thursday 15 September 2016 – Salisbury Cathedral (**Rehearsal 8.30am - Salisbury Cathedral (Evening arrival time 6.55pm). PLEASE SEE ATTACHMENT**)
- Eucharist – Tuesday 18 October 2016 - Salisbury Cathedral - 5.30pm (leaving school 3.00pm)
- School Concert – Tuesday 22 November 2016 – School Hall – 7.00pm, rehearsals during the day.
- Carol Service Rehearsal – Monday 12 December 2016 – SWGS Main Hall 9:00am
- Carol Service – Tuesday 13 December 2016 (**Rehearsal 8.30am** Salisbury Cathedral. **Evening rehearsal 6.15pm** Salisbury Cathedral. Service 7.30pm)
- A Cappella Concert Rehearsal – Wednesday 18 January 2017 – St Martin's Church 7pm– 9.15pm.
- A Cappella Concert with Chamber Orchestra – Saturday 21 January 2017 – St Martin's Church 7.30pm (Rehearsal 1.45pm).
- Day trip to sing Evensong at Portsmouth Cathedral – Saturday 18 March 2017 – leaving school approx. 10am. Service 5:30pm (timings to be confirmed).
- Joint Choral Concert evening rehearsal – with BWS Choir – Tuesday 4 April 2017 – BWS Sports Hall 7.30 – 9.00pm.
- Joint Choral Concert evening rehearsal – with BWS Choir – Tuesday 25 April 2017 – SWGS Main Hall 4:30 – 6:00pm.
- Joint Choral Concert evening rehearsal – with BWS Choir and Orchestra – Wednesday 3 May 2017 – BWS Sports Hall (6.45pm Orchestra) - 7.45 – 9.15pm (Choirs).
- Joint Choral Concert Saturday 6 May 2017 – City Hall – 7.30pm (**City Hall Rehearsal 12.45pm**).

Emergency Contact Name and Tel No. ....

**Further medical information useful to know in an emergency, eg use of epipen, inhaler, allergy etc.**

.....  
**I will ensure that my daughter takes any necessary medication with her to the Music event**

Signed (Parent / Guardian) ..... Date .....

