

February 2024

Dear Parents/Carers

**ESSEX UCAS Exhibition 2024, Wednesday 12<sup>th</sup> June 2024**

I write to give details of our Year 12 visit to the Essex UCAS Exhibition on Wednesday 12<sup>th</sup> June 2024 at University of Essex – Colchester Campus. The aim of the day is to complement our in-house Higher Education programme, offering our students the opportunity to talk to representatives from Universities, colleges, apprenticeship providers and employers as well as to collect prospectuses and course leaflets. We also encourage our students to find out more about the subjects they are considering by attending seminars on various degree courses, and on topics such as applying for Higher Education, gap years, student life and student finance.

The details of the trip are as follows:

**Students will need to print/download their own tickets – Visit UCAS Discovery Exhibition Essex 2024: Registration – Select “Join group booking reference” UCASBKN935049, and follow the instructions to complete individual registration. Please bring your personalised ticket to the event, either on your mobile phone or as a printed ticket.**

<b>Date:</b>	Wednesday 12 <sup>th</sup> June 2024
<b>Venue:</b>	University of Essex – Colchester Campus
<b>Mode of Transport:</b>	Coach
<b>Time of Departure:</b>	Please arrive at the bus bay at 10:00am for 10:15am departure
<b>Time of Return:</b>	3:00pm approximately
<b>Dress:</b>	Non-uniform (as representatives of the school, appropriate clothing please)
<b>Lunch:</b>	Packed lunch or money to purchase refreshments
<b>Cost:</b>	£15.50 due by 01/03/24 (due to final numbers for purchasing tickets)

The trip will be covered by school insurance and accompanied by members of staff. This trip requires us to pre-purchase transport/tickets to obtain the best price. Therefore, we will not be able to offer a refund unless there are exceptional circumstances in the event of your child being unable to attend the trip.

**ScoPay is now the preferred method of payment for all trips, visits and school activities. If you visit [www.scopay.com](http://www.scopay.com) you will see payment details. If you have mislaid your ScoPay login details please call Pupil Services. Should you still wish to pay by cash or cheque (cheques should be made payable to *Rayleigh Schools Trust*) and handed into Pupil Services. If you have any ScoPay queries regarding this trip, please contact Mrs A Twomey ([atwomey@sweynepark.com](mailto:atwomey@sweynepark.com)). Consent forms to be handed into Pupil Services once payment has been made.**

Any pupils who require medication must ensure that they bring this with them.

If there are any financial difficulties, please contact the Headteacher, Mrs Dines, in the strictest confidence. If you have any queries concerning the trip please contact me at the school.

Yours sincerely



Mrs Jenny Clements  
UCAS/EPQ Co-ordinator