



**GUISELEY
SCHOOL**

5 June 2019

Dear Parent/Carer

The annual West and North Yorkshire UCAS Convention for Year 12 students will take place at **Leeds Beckett University, Headingley Campus** on **Thursday 20 June**. This event is an excellent opportunity for students to find out about a wide range of different universities and courses direct from the providers themselves. The conference includes a range of optional presentations from different courses and careers, as well as stalls representing many different universities, colleges and organisations offering training programmes, who will be able to offer students advice and information.

In order to give our students the opportunity to attend this worthwhile event we have booked enough places for all students at the convention. As it is a local event, we will not arrange transport from school. Instead we ask students to make their own way there and take responsibility for themselves, as we would an ordinary university open day.

We have been booked in to attend the opening lecture at **10.45am**, so students should ensure that they arrive in good time to register and book themselves on any optional presentations or workshops on arrival. The conference is free of charge.

Whilst this day is open to all, students must let us know if they wish to attend via the slip below. On the day they must meet up with the supervising member of school staff (Mr Gracey) at **10.30am** at the registration point to register and check in.

Any students who are not attending the conference should attend school as usual. Students should see their subject teacher for work, so that they can work independently. They must sign in using their ID card. Students who are registered to attend the trip, but do not check in with Mr Gracey and do not attend school, will be considered as an unauthorised absence and the school will take the usual appropriate course of action.

Students will be asked to register for the event, via UCAS, at school but school also require written parental consent. To ensure that your child can attend, please can you complete the form below and return it to Mrs Fligg at school by **Friday 14 June**. Whilst there is no charge for this event, **students without written consent cannot attend**.

Yours sincerely

Jonathan Gracey
Deputy Director KS5

Permission Slip.

I give permission for my child _____

To attend the West and North Yorkshire UCAS conference at Leeds Beckett University on 20 June 2019.

I understand that students are expected to make their own way to and from the venue and are responsible for their own conduct and safety whilst attending.

Signed: _____ Date _____

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Headteacher: Mr Paul Clayton

