

## WORKED EXAMPLE YOUTH CLUB DAY VIST – PARENTAL INFORMATION/CONSENT

**Sample Youth Club  
Sample Address**

Dear Parent/Guardian

### **Sample Youth Club trip to Sample Theatre**

As part our programme of activities the Youth Club members wanted to go to see the Pantomime at Sample Theatre. We have managed to reserve tickets for **Friday 15th December 2023**.

We will be travelling in the Youth Club minibus leaving at 6.30pm and returning at 10.30pm. The cost of the trip is being covered from the activity fund that you have already contributed to so there will be no additional cost for this trip.

You will be responsible for collecting your child from Youth Club at 10.30pm as we will not be allowing group members to walk home due to the time we will be returning. If this causes difficulty for you please let us know.

Throughout the trip youth club members will be accompanied by staff and will be covered by Sample Council's insurance.

Although you have previously given consent for your child to take part in off-site activities as part of youth club, we need specific consent for this trip as we are returning out-with the normal session hours. We would be grateful if you could complete and return the attached consent form by 1<sup>st</sup> December.

If there is specific medical or personal information that you have not already provided, that might affect your child during the trip, please let us know.

Yours sincerely

Head of Centre