



Gosford Hill School

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Oxford Road, Kidlington, Oxfordshire, OX5 2NT



Friday 24th April 2026

Dear Parents and Carers,

Re: Creative Arts Trip Information Evening Wednesday 20th May 2026 at 6:00pm

We will be holding an information evening for parents and students attending the above trip on Wednesday 20th May at 6:00pm in the Hall at Gosford Hill School. We strongly recommend that both you and your child attend this meeting, as we will provide you with key information about the trip and can answer any questions you may have.

Additional Information

We are also now required to submit the medical and passport information to the tour company. If you have not yet emailed/sent in a copy of the photo page of your child's passport, please bring in a copy to the information evening, along with any relevant VISA documentation. If you were unable to send in a digital copy, please bring the passport to the information meeting and a member of staff will be able to take a photocopy for you.

Behaviour Code of Conduct

Attached to this letter is the Behaviour Code of Conduct. Please could all students and their parents read through the expectations for the trip, and then hard copies will be available to sign at the information evening. Anyone who does not sign the form will not be permitted on the trip.

Yours sincerely,

Mr L Smith and Miss E McCarthy
Creative Arts Trip Leaders



**GOSFORD HILL
SCHOOL**

BEHAVIOUR CODE OF CONDUCT CREATIVE ARTS TRIP 2026

The success of the trip is dependent on all the group working together to ensure that everybody has an enjoyable time. Consequently some rules are necessary to avoid situations which will endanger or inconvenience yourselves or others.

1. Whilst on visits to the various sights, Students must, under no circumstance leave the group.
2. Smoking of cigarettes, any vaping devices or taking of/smoking of illegal substances will not be allowed. It is absolutely forbidden in bedrooms or corridors and will also not be tolerated on either the coach or whilst on visits. It is illegal to smoke in public places in Italy
3. Drinking alcohol will not be allowed. It is absolutely forbidden to drink anywhere or purchase alcohol in local shops/duty free for consumption. Visits to local bars are also prohibited. Failure to comply with this rule will result in immediate sanctions. You risk being sent home. **DON'T DO IT!**
4. Visiting other people's rooms is not permitted after the evening entertainment activity, or the agreed bedtime. Physical relationships between students will not be permitted.
5. There will be an important daily brief of the days' activities during breakfast at the hotel. It is a requirement that the entire group attend this brief to receive their timed itinerary and instructions for the day. The day's allocation of money will also be distributed at this time.
6. The entire party will participate in the evening entertainment programme.
7. Remember that there may be other clients staying in the Hotel and also using the restaurant. Your conduct and behaviour will be very visible at all times and will need to be of the highest order.
8. Students must keep the emergency contact card/number that they will be issued with on them at all times.
9. Students will be expected to take part in all activities and follow all instructions of the staff leading the trip
10. If students fail to meet expectations, I understand that at the discretion of the teachers students may be required to miss activities included on the trip
11. If at the discretion of the trip leader a students behaviour means they cannot be trusted on the trip, then I understand that parents can be required to fly out and collect their child and remove them from the trip

I have read the above conditions and rules and do agree to comply with them.

NAME_____ **STUDENT SIGNATURE**_____

I/We have read the above conditions and rules and will expect my/our son/daughter to comply with them.

NAME_____ **PARENT/CARER SIGNATURE**_____