



10th October 2019

Dear Parent/Carer

Re: Warner Bros. Studio Tour London – The Making of Harry Potter 5th May 2020

The Design and Technology department is organising an educational visit to The Making of Harry Potter at Warner Bros Studios, London on Tuesday 5th May 2020, for our year 9 and 10 GCSE DT students.

We have booked a 'Set Design' workshop for our students where they will focus on the artwork from the *Harry Potter* series, and learn how the Production Designer tackles a script brief, examining the process from sketch, into storyboard and model, resulting in the final set.

After the workshop we will take a tour of the studios and experience firsthand the sheer scale and detail of the actual sets, costumes, animatronics, special effects and props that have been used in all eight of the Harry Potter films.

The cost of the visit is £38.00. This includes coach travel to and from the studio, entrance to Warner Bros. Studio Tour and a 'Set Design' workshop.

Students will need to arrive at school for 7.15am, ready for a prompt departure at 7.30am. We will leave Warner Bros. Studio at 3.30pm and expect to arrive back at school for approximately 6.00pm. Students will be asked to call their parents/carers as we get close to home to make arrangements to be collected from the bottom of the school drive as soon as we arrive. A member of staff will stay with the group until all of the students have been collected.

Lunch is not provided and students will need to bring a packed lunch and refreshments for the day. If your child receives free school meals, the Academy will provide a packed lunch upon request. All students on the visit are expected to wear full school uniform. Students may want to bring a small amount of spending money to buy items from the gift shop; each student will be responsible for their own money.

To be considered for a place on this visit we require the following by Friday 15th November 2019:

1. *Payment of £38 via your Scopay account. Please do not send cash or cheques.*
2. *A parental consent form completed electronically using the link below*

<https://forms.gle/rwu5jc1u6EB12Epd9>

There are a limited number of places available and should the visit be oversubscribed, we will select names randomly after the closing date. If a place for your child is confirmed, you will be notified in writing. If we are unable to confirm a place for your child, we will refund your payment and write to you to offer them a place on the reserve list. We appreciate that this may sometimes result in disappointment but we are limited by staffing constraints, costs to parents, venue capacity and external factors outside of our control.

Any monies paid may be non-refundable should your child withdraw or be removed from the visit. Please note, payments will be non-refundable once the tickets have been paid for.

We reserve the right to exclude from this visit, at any point, any student whose behaviour gives us cause for concern.

We all look forward to an enjoyable day out.

Yours faithfully

Suzanne Norris
Acting Head of Design and Technology