



# Higham Lane School

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Headteacher: Mr Michael Gannon, BSc (Hons), PGCE, MEd, NPQH

May 2026

Dear Parents/Carers,

## **RE: Enrichment Week – Computer Science Think Tank**

As you are aware, your child has selected the Computer Science enrichment activity and will be visiting the **Think Tank Museum on Thursday 25<sup>th</sup> June**. This letter is to confirm your child's place on this Enrichment activity. The cost of the whole enrichment activity is **£26.00**. The full amount is due to be paid by **Wednesday 3<sup>rd</sup> June** to secure their place. We don't want your child to miss out on the opportunity of a place on their chosen Enrichment activity and would encourage you to contact us if you have any questions.

Payments for trips and payments for other school items should be made using the ParentPay website by following the link to <https://www.parentpay.com>. After logging in, please select the 'Pay for other Items' quick link for your relevant child. Please then choose **Computer Science Think Tank** and click on 'View details and pay'. Enter the amount you wish to pay and click 'Add to basket' and then click 'View basket and pay'. Click on 'Pay now' and complete the payment card details and select 'Review payment' to complete your payment.

Students need to arrive at school by 8.40am on Thursday 25<sup>th</sup> June and will line up with their tutors at the beginning of the day. We are planning to return at the end of the normal school day. Students will need to bring a packed lunch with them on the school trip. Arrangements will be made with the canteen to allow any students who are entitled to free school meals to collect food from the canteen prior to departing on the trip. Students may bring money to spend in the gift shop, but they are fully responsible for this money throughout the day.

School uniform is not required for Enrichment Day but please ensure that your son/daughter adheres to the school's expectations about suitable non-uniform, as outlined in the letters about non-uniform days. Failure to do this may result in them being unable to participate in the activities for that day.

Please ensure that your emergency contact details are up-to-date. If not, please complete a new EV4 form and return it to Student Services (blank EV4 forms are available from Reception or Student Services). Students for whom we do not have an up-to-date EV4 form will not be allowed to go on this trip.

The school reserves the right to withdraw students if their behaviour at school warrants this. If such a situation does arise, any money paid by parents/carers will be lost.

Thank you in anticipation of your support with these arrangements. If you have any further questions, please do not hesitate to contact me at the school.

Thank you, in anticipation, of your support in this matter.

Yours sincerely

Mrs Sahota  
Subject Leader for Computer Science