



BEECHWOOD

Sacred Heart School

GUARDIAN DETAILS AND PERMISSION TO LEAVE SCHOOL

Please refer to the information overleaf before completing this form

Pupil's Name:					
GUARDIAN IN ENGLAND (over age 25 and not resident in university accommodation)					
Name:					
Address:					
Tel. Home:		Tel. Business			
Fax:		Mobile:			
<i>My child has my permission to visit the following relatives and family friends (age over 25) without reference to me.</i>					
Name:		Name:			
Address:		Address:			
Tel:		Tel:			
Mobile:		Mobile:			
My child has my permission to accept an invitation to spend the weekend with a school friend, with the approval of Mrs Rejbakoz (girls), Mr Donovan (boys).			Yes	<input type="checkbox"/>	No <input type="checkbox"/>
(Yr 7–11) My child may visit Tunbridge Wells town centre on Saturday afternoons in a group accompanied by a Prefect			Yes	<input type="checkbox"/>	No <input type="checkbox"/>
(Yr 7–11) My child may visit Tunbridge Wells town centre on Saturday afternoons in an unaccompanied group			Yes	<input type="checkbox"/>	No <input type="checkbox"/>
(Yr 9 (Summer),10,11) My child may visit Tunbridge Wells town centre on weekdays 4 – 6pm in an unaccompanied group			Yes	<input type="checkbox"/>	No <input type="checkbox"/>

SIGNED:
(Parent/Guardian)

DATE:

SAFEGUARDING

At Beechwood, we take our responsibility for the pastoral care of all boarders seriously. We also recognise the value of allowing our boarding pupils to develop their independence, in line with their age and maturity. We therefore give them the opportunity to go outside school, during weekdays from 4 - 6pm and at weekends, always with prior approval of parents/guardians.

Visits to Tunbridge Wells Town Centre

Sixth Form boarders are allowed to visit Tunbridge Wells in groups, unaccompanied, on weekdays 4-6pm and at weekends.

Parents may give their permission for pupils below the Sixth Form to visit Tunbridge Wells as outlined below:

On Saturday or Sunday afternoons:

Years 7-9, in groups accompanied by staff or a prefect*;

Years 10 - 11, in groups of 2 or more, unaccompanied*

Weekdays (4 – 5.50pm):

Years 10 -11 in groups of 2 or more, unaccompanied*

(Year 10 – once a week; Year 11 – twice a week)

Permission to travel outside Tunbridge Wells

Only Sixth Formers may travel out of Tunbridge Wells to neighbouring towns or to London. They must have **prior permission for each outing from parents or guardians** - Mrs Rejbakoz (girls) or Mr Donovan (boys) will contact parents or guardians to request this permission.

Permission to stay away overnight at weekends

We expect full boarders to spend most weekends at school – **occasional weekends away are allowed**, subject to advance notice. Please give at least two days' notice for weekends out of school.

At any weekend, boarders may stay with parents or guardians.

At any weekend, boarders may stay with the relatives or family friends named on this form.

Permission to visit other relations and family friends will only be given when a **written** invitation has been received and the parents have given their **written** consent by letter, fax or e-mail to Mr Donovan (boys) or Mrs Rejbakoz (girls). (Relations and family friends must be over 25 and not resident in university accommodation)

With parents' permission, boarders may accept an invitation from a school friend to stay overnight, if approved by Mrs Rejbakoz (girls) or Mr Donovan (boys)*.

***Please indicate your permission on this form.**