



WILLIAM ELLIS SCHOOL  
HIGHGATE ROAD  
LONDON  
NW5 1RN

HEADTEACHER: MR SAM WHITE

TEL: 020 7267 9346

FAX: 020 7284 1274

info@williamellis.camden.sch.uk

1<sup>st</sup> November 2019

Dear Parent/Carer,

**RE: Careers trip to Skills London at the Excel**

As part of the careers programme at William Ellis, your son has been selected to attend the Skills London Careers Fair on **Friday 15<sup>th</sup> November**.

Address: London ExCel Centre  
Royal Victoria Dock, 1 Western Gateway, Royal Docks, London E16 1XL

The group will leave school at 10.50am and will return to school at the end of the school day.

**Your son will also need a packed lunch; students who would normally have free school meals will have one provided.**

If you would like your son to take part in this visit, please return the reply slip.

If there are any aspects of this visit that you would like to discuss with me, please do get in touch by phone or email.

Yours sincerely,

Horace Parry-Coleman Jnr  
MFL- French, Spanish, Portuguese  
Senior Pastoral Leader for Year 9 and 10  
Work Related Learning and Careers Co-Ordinator  
Direct line: 020 7692 3826  
Email: [parry@williamellis.camden.sch.uk](mailto:parry@williamellis.camden.sch.uk)

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**Trip to "Skills London" at the London ExCel Centre on Friday 15<sup>th</sup> November 2019**

I give permission for my son: \_\_\_\_\_ Tutor Group: \_\_\_\_\_ to join this trip.

Name (Parent/Carer) \_\_\_\_\_ Signed: \_\_\_\_\_

*Please return completed permission slip to Mr Parry.*