

SOUTHEND HIGH SCHOOL FOR BOYS

ACADEMY GRAMMAR SCHOOL

Prittlewell Chase, Southend-on-Sea, Essex, SS0 0RG

(01702) 606200 enquiries@shsb.org.uk www.shsb.org.uk



Headteacher: Robin M Bevan MA MEd PhD FRSA

4th December 2023

Dear Parents and Carers,

As part of your child's participation in our school's Neuro Ambassadors programme, they are invited on a school trip to London on Friday 24th May 2024.

The purpose of the trip is to visit Overbury Plc and some of their partners, to gain experience in the construction industry. During the day, they will participate in "hands on" workshops to design a neuro-inclusive workspace. They will use technology to design the architectural drawings, produce pricing documents, produce quote comparisons, visualise their creation through virtual reality headsets and learn how their presentations can be presented on a slide deck. The day is being planned so that opportunities are available for all to participate. We are ready to adjust as necessary, so if there is anything that your child may find too challenging to engage in, or might be a trigger for them, please let me know.

The timings of the day are as follows:

- Arrive at the school gate at 6.30-6.45am (Prittlewell Chase entrance).
- Minibus **leaves** SHSB at **7am**.
- Arrive at TP Bennett, SE1 ONE by 9am
- Workshops completed between 9am – 3.30pm, with lunch during the day.
- Minibus **leaves** London at **3.30pm**
- Expected to arrive at SHSB at **5.30pm**

Staff expected to attend the trip are as follows (please note, these may change nearer the time and if this could cause anxiety, please let me know and I can advise you of any changes nearer the time):

- Mrs Leggett – ARB Specialist Teacher
- Mr Dowding – Leader of Mathematics
- Mrs Gill – ARB Provision Manager
- Miss Wallace – LSA
- Mrs Hamilton – Leader of Careers



As the day is different to their usual routine, please find below some aids that you can expect to help your child to plan for the visit:

- Visual aids showing pictures of where we will be visiting and who we will be seeing on the day.
- Minibus can hold 34 passengers, even though we will only have 20 people (including staff), so if your child would benefit from having a double seat for more personal space, they can do so.
- We will provide strategies to Overbury Plc and partners working on the trip, on how to best support the group of learners in the workshops they are delivering.
- The location will have a quiet space for any learner that needs a break from the activity to self-regulate, so they can join the activities again when they are ready.
- Lunch will be offered by Overbury Plc and their partners. They are requesting for us to inform them of each pupil's choice of meal from a selection given (this will be provided nearer the time). Whichever has the majority vote, will be provided. If your child would rather take a packed lunch that day, they may do so. If your child is entitled to free school meals and would prefer a packed lunch from the canteen, please let me know.

In order for your son/daughter to attend this visit you must complete the school's offsite visit form. This is available via the hyperlink below. Please ensure that this is completed by Friday 12th January 2024.

<https://forms.office.com/e/Hjqkh1Pjws>

Finally, please review the school's code of conduct for offsite visits below:

<https://www.shsb.org.uk/attachments/download.asp?file=1070>

Yours sincerely,

Melissa Leggett

ARB Specialist Teacher

Teacher of Computer Science