



16 April 2026

Dear Parents and Carers,

Trip to University of Oxford Open Day - Thursday 2 July, 07.45 - 17.30

Your child has expressed an interest in attending the above open day, and we have enough pupils wishing to go for us to arrange a coach to take us. **The coach will depart from Borlase, Hand and Flowers lay-by at 07.45** in order to arrive at the Ashmolean Museum at 08.45 approximately, ready for the first faculty and college talks. Once in Oxford, pupils will need to organise their own itinerary from 09.00 to 15.00 by researching on the Oxford website. To get into Oxford, pupils need to show initiative and so we will be expecting them to make the most of the day and have booked lectures and events (if necessary) in advance. They should certainly have planned to attend the faculty for the subject they are applying to read. They may also wish to attend some colleges and their events.

Pupils should bring their own food (or buy it in Oxford) and should print out a map of Oxford with the colleges and faculties marked. They should have visited the website for the department they are interested in and printed out the programme. They should plan their own programme based on lectures and admissions talks they want to attend and booked onto them if required. The time on the coach will be used to discuss with Mrs Laughton and Mrs Topley possible colleges to apply to and possible courses to explore. It will also allow time to advise on planning the pupils' summers effectively to give a better chance of getting an offer. **The coach will depart from St Giles, Ashmolean Museum again, at 16.30 in order for pupils to be back to school by 17.30.**

We are asking for a voluntary contribution of £15 to support the cost of this trip (including coach transport and [insurance](#)); please note if we do not receive the required number of contributions we will be unable to run the trip. To make this payment, please log onto [ParentPay](#) using your username and password to pay **by 09.00 Friday 1 May**. If you need a copy of your activation details or are unable to access Parentpay, please email parentpay@swbgs.com.

Bursary Funds exist to assist Sixth Form Pupils with their studies. In order to assess the requirement as fully as possible, students seeking such support are to discuss their whole year requirements with their Sixth Form Support Officer before applying.

This is a Category B trip, as defined by the school's Trips and Visits policy. As such, payment for the trip on ParentPay is taken as confirmation of consent for your child to attend and that the contact and medical details that the school has on record for you are up-to-date and correct. Students who require medication such as EpiPens or inhalers must carry their own emergency medication with them at all times on trips. If you have any questions, please email me via parents@swbgs.com.

Yours faithfully

Mrs Tamara Laughton
Assistant Director of Sixth Form