



25 September 2026

Dear Parents and Carers,

Year 12 Visit to Biology in Action Lectures, Emmanuel Centre, London - Monday 9 November 2026

As part of our STEM Extension and Enrichment programme in the Sixth Form, we are always keen to motivate and inspire our students. In support of the A-level Biology course I am offering students the opportunity to attend a one-day Biology lecture series on **Monday 9 November 2026**. The lectures will take place at the Emmanuel Centre, London 9 - 23 Marsham Street London SW1P 3DW.

The conference is organised by The Training Partnership, and is specifically targeted at A-level students. The day consists of five lectures from leading Biologists and industry experts, and a targeted exams techniques session. There is an on-site sweet shop at the Emmanuel Centre but it is very limited so students can either bring money and will be allowed to go along the road to the nearest sandwich shop, or bring a packed lunch.

Because the conference venue is in central London, travel to and from the conference venue will be the independent responsibility of the students. As the trip leader, Mr Blackwell will meet them at **10.15am** at the Emmanuel Centre. At this point we will assume responsibility for the students. If a student has committed to attend the conference, their attendance will be registered in the same way that it would be at school. In the eventuality of a student not making the appointed meeting we will inform the school of their absence and remain contactable by mobile phone. At the end of the conference, at **4.00pm**, students once again become responsible for themselves. We will recommend they travel in groups.

We are asking for a voluntary contribution of **£32** to support the costs of this trip (including ticket 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 9am Monday 12 October 2026**. 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, giving your consent on ParentPay is taken as confirmation that your child will 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 your child has a peripatetic music lesson on this day, they should remember to inform the teacher in good time. Should you have any questions please do not hesitate to contact me at school.

Yours faithfully

Mr Blackwell
Head of Biology