

18 January 2012

Dear Parents

A2 English Conference on Webster's The Duchess of Malfi – Tuesday 6 March 2012

I am pleased to announce that a one day conference on Webster's *The Duchess of Malfi* is to be held on Tuesday 6 March in Central London.

The day is sure to be helpful for the A2 examination in June and the lectures are on: court and country oppositions, social rank and power, Bosola and his masters, and the poetry of violence. The lecturers are from the Universities of Chichester, Manchester and Warwick as well as an honorary fellow from the Shakespeare Institute.

The cost of the trip is £24.00 and payment must be received **by no later than Tuesday 31 January 2012**. To make your payment, login to your son's/daughter's account on the ParentPay website (www.parentpay.com) and under the items for payment select 'A2 English Conference on Webster's The Duchess of Malfi' by ticking the box to the left of the item and then click on 'continue' and follow the payment instructions. You may use debit or credit cards to pay for this service. Should you have any problems using the ParentPay system please contact the school via parentpay@claremont.surrey.sch.uk, tel: 01372 473604 or the ParentPay helpline and your enquiry will receive prompt attention.

The organisers have not yet confirmed the venue so I will advise you of this and precise timings in due course. Students will be expected to make their own way to and from London Waterloo station. I will meet your daughter under the clock at Waterloo and accompany them to the conference venue. I will then accompany them back to Waterloo at the end of the conference, where I will dismiss them. However, if you are happy for your daughter to make their own way home from the conference hall then please put this in writing to me before the day of the trip. Students will need to bring a packed lunch or money to buy refreshments there. If you have any questions about this conference please contact me.

Contact and medical information will be collated from the school's database system. As soon as your payment has been received via ParentPay this school deems that permission to take part in this trip has been given.

Yours sincerely

Mrs G Wilby
English teacher