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10 June 2025

## Secondary – Sheffield University Workshop

Dear parent / carer

I am delighted to inform you that your child has been invited to take part in an exciting chemistry workshop at the University of Sheffield's Kroto School's Laboratory taking place on **Wednesday 2 July 2025**.

This opportunity will provide students with a valuable experience to engage in hands-on practical work in a university setting. During the workshop, students will have the unique chance to synthesise paracetamol in a professional laboratory environment, enhancing their understanding of organic chemistry and laboratory techniques.

Students should arrive promptly by 7.45am for departure by school minibus at **8.00am**. We aim to leave Sheffield around 3.00-3.30pm, depending on when students finish the experiments, and will return to school around **5.30-6.30pm** traffic depending.

The cost of the trip is **£5.15** per student, which includes transport and insurance. Please note the trip is an 'optional extra' under the 1996 Education Act" and the school is therefore permitted to charge for this activity.

If you would like your child to attend the visit, please make payment via the Arbor parent portal by **12:30pm on Friday 20 June 2025**. To do this, please log into the portal and search for Activities/Trips. By making this payment, you are consenting to your child attending this trip.

Students will need to wear suitable clothing for a laboratory environment including long trousers and closed toe shoes and will require a packed lunch and suitable drink. They may also bring money to buy any lunch.

This workshop is a fantastic opportunity to experience university-level science and develop practical skills.

If you have any questions or concerns, please do not hesitate to contact me on [ellen.norman@hessleacademy.com](mailto:ellen.norman@hessleacademy.com)

Yours faithfully,

*E. Norman*

Ellen Norman  
Assistant Head of Science