



School Site: Chanctonbury Road, Burgess Hill, West Sussex, RH15 9EY
College Site: Birchwood Grove Road, Burgess Hill, West Sussex, RH15 0DP
Tel: 01444 244133 **Email:** office@woodlandsmeed.co.uk
Headteacher: Mr Adam Rowland

25th November 2025

Dear Parents/Carers

Motor Mechanics Course at Crawley College, Crawley

We are writing to inform you that Crawley College are running a Motor Mechanics course specifically for our students. This will take place every Wednesday starting on 14th January 2026 until 25th March 2026.

Your son/daughter has been chosen to attend this course, where they will be given the opportunity to gain experience of a further education learning environment. Please send them in wearing appropriate footwear, warm clothes and a jacket, that you don't mind getting dirty.

Students will travel by minibus leaving college at 9:30 and we will return at 3:00pm. Students will be accompanied by Woodlands Meed staff at all times.

Please send your child in with a packed lunch for this trip, with enough water or a non-fizzy drink to last the day and a backpack to carry their lunch. If you have already ordered and paid for a school dinner for this date, we will cancel the order and credit your account. If your child is entitled to free school meals the school will provide a packed lunch.

Should your child wish to purchase anything from the café please send them in with some money.

You will see the trip listed on your Scopay homepage under trips and events. Please log on to give consent. This must be completed by **8th January 2026**

Yours faithfully

Jenny Fisher
Trip Leader