



GUILDHALL FEOFFMENT COMMUNITY PRIMARY SCHOOL

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19th March 2018

Headteacher: Mrs S C Herriott, B.Ed.

Dear Parents/Carers

School Trip

Year Group involved	Year 1	
Date of visit	8th June 2018	
Venue	Banham Zoo	

Actions required:

1.	Payment and consent via Schoolmoney by 11 th May 2018
2.	Notify school office if school packed lunch required by 11 th May 2018
3.	Inform school office if you would like to help on the day

We will be taking the children on the visit detailed above as part of their topic "On Safari".

Your child will need to wear school uniform and comfortable footwear, as there will be quite a bit of walking. They will also need to bring something warm and rainproof. A packed lunch is required for the day. Your child is entitled to Universal Infant Free School Meals. Please use the attached form to notify the school office by 24th May if you would like the school to provide the packed lunch. **In any case, you will need to provide sufficient drinks for the day - no fizzy drinks or glass bottles please.**

The coach will leave school at the beginning of the school day, and will return in time for your child to be collected in the usual way. The cost of the trip will be £11.50.

There is no obligation to contribute and pupils will not be treated any differently according to whether or not their parents have made a contribution. However, the level of contribution will be calculated and this activity may not take place if parents are reluctant to support it, resulting in insufficient contributions being received to cover the cost. Activities will be cancelled at the discretion of the Headteacher and/or Governing Body.

Please login to Schoolmoney to make payment and consent to this trip. Your response is required by Friday, 11th May. If we have not had your response, your child will have to remain in school on the day of the trip.

If your child is unwell or unable to attend on the day of the trip, a refund may be considered but will be dependent on the terms of payment agreed with the venue and coach company.

If your child suffers from travel sickness please administer medication before arrival at school on the day. If your child is asthmatic or diabetic or requires an EpiPen, you must ensure that any appropriate medication is given to the class teacher first thing in the morning. **Children will not be taken if their medication is not provided.**

We would appreciate some help from parents on the day. If you are able to assist, please speak to a member of the office staff. Places are limited, so will be first come, first served.

Yours sincerely



Mrs S C Herriott
Headteacher