



11<sup>th</sup> September 2017

Dear Parent,

As part of their topic work we propose to take the children in Miss Brown/Mrs Edwards and Miss Adams classes to Newcastle Castle on Tuesday 19<sup>th</sup> September 2017. **The coach will leave school at 9.00 am prompt and return to school at 3.00pm (both times are approximate). Please make sure your child is in school promptly at 8.50am.** If the traffic is bad and the children are going to arrive back later than 3pm we will contact you as soon as possible and keep you updated.

Children can wear sensible clothing but must wear a school sweatshirt or cardigan, this is so the children are easily recognisable as there may be other schools visiting the same areas at the same time. As the children will be doing a lot of walking, it is advisable that they wear sensible shoes and a waterproof coat as the weather can be very changeable.

If you pay for your child's meals, you will need to provide a packed lunch and a drink in a small container (no fizzy drinks or microwaveable meals please.) If your child is entitled to an income related free school meal, they will be entitled to a packed lunch provided by the school. If you would like your child to have a school packed lunch kindly complete the form below. The school packed lunch will consist of a cheese sandwich, a packet of quavers, a muffin, an apple and a bottle of water. If you don't want a school packed lunch you will need to provide a packed lunch and a drink. The children will not need any spending money.

The children are requested to bring a voluntary donation of £6.00 towards the cost of the trip which is £8.20, the remainder will be subsidised from school funds. You can send the donation to school before 19<sup>th</sup> September 2017.

The Governors understand that some families may have difficulty contributing the full amount. It is their wish that no child is deprived of the experience because of a lack of funds, therefore please contribute what you can afford and the remainder will be met from monies raised through school fund raising events.

If your child suffers from travel sickness please inform their class teacher and where necessary give them a travel sickness tablet before coming to school.

**Kindly fill in the reply slip below and return to school no later than Friday 15<sup>th</sup> September 2017.**

Yours sincerely,  
Mr. O. Flitcroft  
Head Teacher.

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**Miss Brown/Mrs Edwards & Miss Adams's trip 19.9.17**

I do/do not give permission for my child \_\_\_\_\_  
to attend the above trip.

My child is entitled to income based free school meals and  
I would like the school to provide my child with a packed lunch ☐

I will provide my child with a packed lunch. ☐

Signed \_\_\_\_\_ Parent/Carer