

TEL: 01895 824447

Date: 31st October 2018

Dear Parents / Carers,

EDUCATIONAL VISIT TO: Discover Story Centre, Stratford, London. On: Monday 3rd December 2018

We are arranging the above educational visit for your child's class. The trip will support their learning and provide them with the opportunity to expand their knowledge and experiences. A full risk assessment has been undertaken. The children will be attending a workshop with an author – Alexis Deacon - and will be participating in a project *The Power of Pictures*. This exciting project aims to develop their understanding of the craft of picture book creation and illustration as a way of raising children's achievement in literacy.

The coach (with seat belts) will leave school at 9.00 am and will return before the end of school.
Please collect your child at 3.10pm, as usual.

Children will require a packed lunch for the day, including a drink in a carton. Everything will be thrown away after lunch, so please bring in a **NAMED** carrier bag NOT a lunch box. The children are to wear school uniform and suitable outdoor clothing, according to the British weather on the day, e.g. a waterproof coat if wet.

For this visit we will be asking if you would consider making a *totally voluntary contribution* towards the cost of the coach, which works out to £13.18 per child. All children will have an equal chance to go on the visit.

For parents/carers with children on the Free School Meal register, they are exempt from making any voluntary contribution. No parent/carer financially supports the place of any other child.

If you wish to contribute, please send a cheque made payable to Harefield Junior School, LB Hillingdon. If you do not have a cheque book then cash would be acceptable.

If your child suffers from travel sickness, please let the class teacher know. Likewise, please let them know if any medication for this has been taken before the trip.

Please sign and return the permission slip, together with your voluntary contribution by Date: **Monday 19th Nov 2018**.

Yours sincerely,

Harefield Junior School

PLEASE RETAIN THIS TOP PART OF THE LETTER FOR YOUR REFERENCE.

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Please complete this part of the letter, and return to your child's class teacher.

Child's Name _____ Class 5 Cherry

I give permission for my child to visit: **Discover Story Centre - Monday 3rd December 2018**

I enclose a voluntary contribution of £..... (Please tick)
(FSM are exempt)

Cheques to be made payable to "Harefield Junior School, LB Hillingdon"

My contact telephone number on the day of the trip will be:.....

Signed _____ (Parent/Guardian)

Signed..... (Parent/Guardian)