



**Year Reception visit to East Riddlesden Hall
Thursday 9th May 2019**

Dear Parents/Carers

28th February 2019

Arrangements have been made to take Reception Class children to East Riddlesden Hall on the date above for their first school visit. We will spend time looking around the estate which includes a Wild Garden, Bird Feeding Area and Grass Maze as well as taking part in a Tie-n-Dye workshop using natural materials.

Transport

We shall leave school after morning registration and travel by coach to East Riddlesden Hall. We will be back at school in time for the end of the school day at 3.15pm. Please note that as part of our safeguarding procedure children are not to be collected from the coach after class visits but will come back into school and leave from the usual class exit. Please therefore wait in the playground to collect your child as normal.

Lunch

Children will need a packed lunch & drinks. As Reception Class children are entitled to a free school meal we are happy to provide this. However, as some parents prefer to provide their own packed lunch for school visits we will contact you nearer the time to enquire what arrangements you wish to make on this day. **Children will need to bring a small rucksack with them to carry their lunch and belongings. Please can you also provide your child with a filled water bottle (water only please).**

Clothing – Kit List

*Children should wear practical outdoor clothing suitable for running & playing in and the weather conditions on the day – tracksuit bottoms are best. Red school sweatshirts must be worn so we can easily identify our children.

*Comfortable outdoor shoes/trainers

*Waterproof coat

*Depending on the weather conditions, please apply suncream before coming to school & place a small named bottle in your child's rucksack in case further applications are needed.

Medication

Any prescribed medication that your child requires should be clearly labelled and handed to a member of Reception Class staff on the morning of the visit. An Administration of Medication Form needs to be completed and handed to staff with the medication. If your child requires travel sickness medication please ensure the medication is taken at home prior to the journey. If a further dosage is needed please hand the medication and the Travel Sickness Medication Form to a member of staff. Both Medication forms are available from the school office or can be downloaded from the Parent Page of the school website.

Parental consent and contribution

The total cost of the visit which includes, transport, entrance fee, workshop and insurance is £340.00. The funds we raised at the recent cake sale are being used to subsidise this visit to a cost of **£9.50 per child**.

Whilst contributions are voluntary and no pupil will be omitted from the visit, insufficient contributions will lead to the visit having to be cancelled.

Payment should be made online - a text message will be sent to you shortly advising when the online system for this visit is open and giving password details. **Small payments can be made each week in order to spread the cost with the deadline for payment being Tuesday 9th April 2019.**

If you wish to discuss payment arrangements confidentially, please call to speak to Mr Whitehead before the deadline.

Thank you

Mrs K Spargo Class Teacher