

January 2017



Dear Parents/Carers,

**Year 5 and Year 6 Trip to Chichester Cathedral
Monday, 6th February 2017**

We look forward to the trip to Chichester Cathedral. The children will benefit greatly from this educational visit as it ties in with the KS2 learning journey where they will gain knowledge and understanding.

The visit has been planned for Monday, 6th February 2017 and the cost will be £11.50 per child, which includes coach travel. Parents are being asked to make a voluntary contribution of all or part of this amount. Parents are not obliged to make a contribution but it is probable that, if insufficient monies are received, the visit would have to be cancelled. We would like all Year 5 and Year 6 children to take part in this visit.

If a family is in receipt of specific benefits, the school is obliged by law to waive the charges. These include: Income Support; Income based Jobseeker's Allowance; Child Tax Credit (providing that you are not entitled to Working Tax Credit and have an annual income, assessed by Her Majesty's Revenue and Customs, that does not exceed £16,190 for the year 2010/11). If you wish to speak to Mrs Harrison in confidence about the entitlement to waive charges, please do not hesitate to contact the School Office to arrange an appointment.

Please send your child to school in school uniform, with a waterproof coat, hat and either walking shoes/trainers. The children will be walking around for quite a lot of the day.

Your child should bring a packed lunch and a drink (no fizzy drinks). As it will be a long day, you may wish to send your child with an additional snack and a water bottle in a rucksack type bag.

We will be leaving school at **9.00am**. The children need to be in school **at 8.40am** for registration and briefing. We aim to return **by 3.00pm**.

The payment and consent can be completed online using the school gateway: <https://login.schoolgateway.com/0/auth/login.aspx>. Alternatively, you can send your payment (cash or cheque) with the completed consent form to the school office by 23 January 2017 at the latest.

Yours sincerely,

Mrs Davies, Mr Harder, & Mrs Croucher
Class Teachers



To: School Office

***Please remember, you only need to complete this form if you are paying by cash or cheque at the School Office. ***

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Child's name _____

Year _____

- I do/do not* give permission for _____
to take part in the Year 5 and Year 6 Trip to Chichester Cathedral
Monday, 6th February 2017
(*please delete as appropriate).
- I enclose a contribution of £_____ towards the visit

Signed: _____

Date: _____

For Office use:

Payment received: Cash/ Chq Date: _____

Amount £ _____ Staff Initials: _____



Headteacher: Mrs A Harrison B.Ed (Hons) NPQH
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