

12<sup>th</sup> December 2023

Dear Parents/ Carers/ Grandparents

I hope this letter finds you well. We are excited to inform you about an upcoming educational trip to Selly Manor, which aims to enhance the children's understanding of their upcoming topic, the 'Great Fire of London.'

Details of the trip are as follows:

Date: 23<sup>rd</sup> January 2024

Destination: Selly Manor

Purpose: To support children's understanding of the 'Great Fire of London' topic

Cost: £8:00 per child

Schedule:

Departure: Children will be walking to Selly Manor from the school at 9.15am. Please ensure they are wearing appropriate footwear and coats on this day.

Return: We anticipate returning in time for the normal end of the day. If this changes, we will provide updates on ClassDojo.

Meals:

As the trip spans the entire day, children are required to bring a packed lunch with them. If your child requires a packed lunch from the school, please declare it on the attached slip.

Payment:

If you wish your child to take part in this visit, payment can be made by debit or credit card online via Parent Pay. Unfortunately, we can no longer accept cash or cheques in school. To pay for the trip, log in to your child's Parent Pay account. The trip name will appear in 'Pay for other items'. Then click 'View details and pay'. When you have added the trip to your basket, click 'Pay now'. You will then be able to pay securely by credit or debit card. If you would like your child to go on this trip, please pay by the 12<sup>th</sup> January 2023.

Consent:

Please note that by making payment via Parent Pay you are providing consent for your child to attend the trip. Staff in charge of the party will take all reasonable care of the students, they cannot necessarily be held responsible for any loss, damage or injury suffered to students arising during, or out of, the school visit. **By paying for this trip you are agreeing to give permission for the staff in charge to act in loco parentis if medical treatment is required.**

We believe this trip will provide valuable insights and enhance your child's learning experience. If you have any questions, please feel free to get in touch.

Thank you for your continued support.

Yours sincerely

Miss T McLynskey  
Teacher

Miss P Bell  
Teacher

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Student name: \_\_\_\_\_

Please circle the appropriate:

My child will **bring their own lunch** / **need a school lunch**.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Parent/Carer Name: \_\_\_\_\_