

29th January 2024

Dear parents and guardians

THE ROWANS AND THE BEECHES CLASS TRIP

We are writing to inform you that we are offering your child the opportunity to attend a school trip to the Royal Albert Memorial Museum in Exeter on **Tuesday 26th March** to support our curriculum offer. The children will be collected by coach at the start of the day and returned for collection as normal at the end of the school day.

Children should arrive in school at the normal time wearing full uniform and have a waterproof coat for the journey, as we are unable to guarantee the weather! Please ensure that they bring a snack and water bottle.

Lunches

If you would like to order a packed lunch from school, please let the office know by Friday 22nd March by completing Form 2 (see below) although you can provide a packed lunch from home, if preferred.

Parent Helpers

We would be grateful for any parent helpers to accompany the trip; if you are happy and able to support the class in this way, please also let us know on Form 2, link below. If we have more volunteers to help than we can take, names will be drawn at random, and we will let you know if your name is selected.

Forms

1. Please could all parents/carers complete the online statutory **SOE3 Form for Offsite Activities** via this link: <https://forms.office.com/e/XnhKMbEtW4>
2. To offer to accompany the trip and to order a packed lunch for your child, please complete the following separate form: <https://forms.office.com/e/VhKQnAXMvG> Please note that if you do not order a lunch for your child on this form by the due date, we will assume you will provide their lunch from home.

Payment

In order for us to support the running of this trip, a voluntary donation of **£4.40** towards the cost of coach transport is requested, in addition to a contribution from the PTFA. Payments should be made by **Friday 8th March**, when a decision will be made on the viability of the trip. The trip can only take place if there are sufficient voluntary contributions.



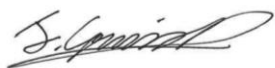
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FLOURISHING FUTURES

Our preferred method of payment for trips is online via My Child at School (MCAS), although we can take payments by credit or debit card through the office, if needed. The trip payment will be available on MCAS this afternoon from 6.00pm. If the event does not take place, donations will be refunded. If you have any questions, please do not hesitate to contact the office.

Kind regards.



Mr J Grinsill
Head Teacher