



'Learning together, loving others, guided by God'

Heene Church of England (Aided) Primary School

Headteacher: Mrs Jo MacGovern

Dear Parents/Carers of

Tuesday 11th December 2018

YEAR 5 VISIT TO CHICHESTER CATHEDRAL – Friday 18th January 2019

As part of our RE work this term we will be visiting Chichester Cathedral to investigate religious architecture. We will be travelling by train and children will need to be in school at the usual time for registration. We should return to school in time for the end of the school day (3.05pm).

Medicines Note: If your child needs travel sickness medication during the trip please ask the office for a consent form. We cannot give your child the medicine if you do not complete this form.

Your child needs to bring a bottle of water (no glass bottles or fizzy drinks), a snack and a packed lunch (if your child currently has free school meals Chartwells we will provide a free packed lunch unless you specify otherwise). If you normally pay Chartwells for a school meal please ensure you do not order for Friday 18th January and provide your child with a packed lunch instead. Please pack these in a named **'back pack' style bag** as the children need their hands free. The children should **NOT** bring a camera or any money with them.

We would ask you to make a voluntary contribution of £7.50 to cover the cost of this visit. Although we are able to subsidise trips to some degree, unless those parents who are able to make a contribution do so, it is probable that these visits could not take place. We appreciate that some families might find it difficult to contribute all or part of the suggested sum and, if you feel that you are in such a position, please do not hesitate to speak to one of us or the Head Teacher in confidence. All children will be included in the visit.

All payments now need to be made via ParentPay. The attached letter gives details of how to set up your account and make payments and includes your child's unique reference number. Please make your payment via ParentPay no later than Wednesday 9th January 2019. If you do not have a bank account or credit card, payments can be made using PayPoint and the office can issue you with the required barcode.

We recently wrote to inform you that we would be changing to a global consent system rather than asking for permission for each individual activity. The form for your global consent is enclosed and we would ask that this is completed and returned to the office by Wednesday 9th January 2019. Completing this form will mean you do not have to complete a form for every trip your child goes on. If you have any concerns about the nature of the activities taking place or wish to withdraw your permission for this trip please contact the school office.

If you have recently changed your contact details or have a new mobile phone number please make sure we have the new details and you will be available on those numbers during this trip.

Yours sincerely

Miss Beer Mr Camp
Year 5 Team



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