13th September 2016

Dear Parent/Carer

As you are aware, this half term the children are learning about ‘The Great Fire of London’ and we will be taking the children on a trip to London to help deepen their understanding of the events and consequences of the fire. We will visit the Museum of London to see their ‘Fire Fire’ exhibition and we will also visit St Paul’s Cathedral, where the children will take part in a workshop about the fire.

The trip will take place on Wednesday 28th September and the children will be travelling by coach, leaving Newlands Spring School promptly at 8.30 a.m. returning back to school at approximately 3.30 p.m. Please ensure your child arrives at school by 8.20 to enable us to leave on time. Despite the earlier start time the children will still enter the school via the playground and go straight into class.

They will need to bring a packed lunch and drink with them. No fizzy drinks, glass bottles, chocolate or sweets please. However, should you require the school to provide this please let us know by indicating on the slip below.

If your child is likely to require any medication during the day, this should be clearly labelled and handed to the class teacher. A form giving the school parental consent to administer the medicine should also be completed prior to the trip.

The cost of the visit is £14.75 which covers admission to the museum, the workshop at St Pauls and the cost of the coach. In line with Government regulations, this amount can only be asked for as a voluntary contribution. However, if insufficient contributions are received then the trip will have to be cancelled as the school has no funding for activities of this nature. Should you need to discuss your contribution you may do so in confidence by contacting the school office. Payment can be made online at www.payyourschool.co.uk. If you have not already registered please contact the Finance Office for an activation code. Alternatively you may pay by cash or cheque (made payable to Newlands Spring Primary School).

Please complete and return the slip below together with your payment details. Cash or cheque payments should be placed in an envelope with the slip and your child’s name clearly marked on the front of the envelope and returned to school by Wednesday 21st September.

Yours sincerely

Mrs. Dubiel and Miss Maslen

[Slip]

☐ I give permission for ........................................ to participate in the Great Fire of London trip on 28th September 2016
☐ I have made an online payment of .........................
☐ I enclose my cash/cheque payment of ..................... (please tick appropriate box).
☐ I would like the school to provide a packed lunch. (The school packed lunch will consist of a cheese sandwich, a piece fruit, a biscuit or cake and water) (Please tick if applicable)

Signature of Parent/Carer: ___________________________ Date: ___________________