

## CLIFFE WOODS PRIMARY SCHOOL

23 April 2018

Dear Parent

### YEAR 5 TRIP TO THE ROYAL OBSERVATORY, GREENWICH, THURSDAY 17 MAY 2018

To consolidate our work on the Solar System, we have arranged a trip to the **Royal Observatory, Greenwich**. The trip will take place on **Thursday 17 May**, leaving school at **9.15 am** and returning by approximately **4 pm**.

We will be travelling by coach and the children will need to wear school uniform and bring a packed lunch (we suggest these are brought in a plastic bag, but no cans, glass bottles or chocolate please).

If your child is a poor traveller, please make sure that any medicines are given to the class teacher in the morning in a **named, sealed envelope with full instructions**. These will be administered before we leave school.

The cost for the trip is **£14** per child, which is a voluntary contribution and covers the cost of the workshop we will be doing and transport. However, ***should insufficient donations be received, the trip may have to be cancelled. If, for some reason, you feel unable to pay for the trip, please speak to the Headteacher in the strictest confidence.***

**Please pay online for the trip using a debit card or bank transfer and give consent using Schoolcomms/School Gateway, our preferred method of payment.** If you choose to pay by cash/cheque, please send this in to school in a clearly named envelope.

***By sending in payment for the trip, the school assumes it has parental consent for the teacher in charge to agree to any medical intervention deemed necessary by the medical professionals in the event of an accident or sudden illness. If this is not the case, please inform the school in writing before the trip takes place. Please also ensure the school is always informed immediately of any change in emergency contact details for parents.***

Yours sincerely

Mr Evans & Mrs Hamlyn