



'Believe and Achieve'

Brookfield Primary Academy  
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Dear Parent/Carer,

As part of our 'Hooray Let's Go On Holiday' topic, we have planned an exciting trip to Littlehampton on **Thursday 5<sup>th</sup> July 2018**. The trip will include visiting the 'Look and See' museum, and as well as the Littlehampton Lifeboat Station where we will be talking to Royal National Lifeboat Institution (RNLI) volunteers, looking at the lifeboats and learning about how to keep safe at the seaside.

We will travel to Littlehampton by coach. **We will leave promptly at 8.30am so the children must be in school at 8.15am for registration. We aim to arrive back at school at approximately 4pm** however this is dependent on the traffic. Your child will need to wear school uniform, comfortable shoes, a waterproof coat and a sun hat. As we will be outside for most of the day, if the forecast is for sun, please apply sunscreen to your child before they come to school. Children can either bring their own packed lunch or order one from school (free of charge) using the slip below. All children should bring a named carrier bag and two drinks.

Friends of Brookfield have kindly offered to pay half of the cost for the coach. We are suggesting a parental contribution of **£9.00 which should be paid using ParentPay by Friday 15<sup>th</sup> June** – this will cover the cost of the activities and coach. The RNLI do not charge a fee for their talk but ask for a donation of £1 per child which we have included this in the contribution. If you would prefer to pay at a PayPoint, please ask the office for a Barcode letter. All trips and workshops rely on parental contributions: if you feel that you are unable to contribute the full amount, please liaise directly with the school office so that we can look at ways of overcoming this together. Regrettably if we do not receive 95% of the requested parental contribution, the trip may, unfortunately, be cancelled.

Please complete the consent form and make a financial donation towards the trip by **Friday 15<sup>th</sup> June 2018**.

We welcome parent helpers to come on the trip with us. If you are able to do so then please indicate this on the permission slip and we will contact you to confirm your place. Should you have any questions about the trip then please speak to your child's class teacher.

Kind Regards  
Ms Rubio & Miss Brown

**YEAR 1 – LITTLEHAMPTON – 5<sup>TH</sup> JULY 2018**

**PLEASE REPLY BY FRIDAY 15<sup>TH</sup> JUNE 2018**

Name..... Class.....

<input type="checkbox"/>	I give permission for my child to attend the Littlehampton trip on Thursday 5 <sup>th</sup> July 2018 and enclose a contribution of £9.00
<input type="checkbox"/>	I <b>do not</b> give permission for my child to attend the Littlehampton trip on Thursday 5 <sup>th</sup> July 2018
<input type="checkbox"/>	I have ensured that my child understands that it is important for his/her safety and for the safety of the group that any rules and instructions given by the staff in charge must be followed
<input type="checkbox"/>	I would like the school to provide a packed lunch for my child, free of charge.
<input type="checkbox"/>	I would like to come on the trip as a parent helper
	My Name is.....

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Parent/Guardian