



Dear Reception Parents

We are planning a visit to the **Dick Whittington at Ely Maltings on Monday 16<sup>th</sup> December**. The visit is an important part of our topic, and in giving valuable first hand experiences outside the classroom.

The 1996 Education Act now requires us to ask you to contribute voluntarily to the cost of the visits rather than charge you directly for it and the combined contribution requested is **£11.70** Please make payment through the online system [www.parentpay.com](http://www.parentpay.com). If you have not yet registered for Parentpay, please ask at the school office for your activation code.

We would very much like the visit to take place and hope that you will allow your child to participate and contribute towards the cost. In the exceptional circumstances of insufficient contributions being made, the School reserves the right to cancel the proposed visit and refund any money already received. **If any parents have difficulty in making a contribution for this trip, please see Mrs Bidecant in the school office.**

Your contribution should be paid by 15<sup>th</sup> November. Automatic consent for trips is given when you pay via Parentpay and therefore we do not require a slip to be returned unless you would like to be a parent helper. In the case of too many helpers, names will be pulled from a hat.

Children should wear normal uniform and a warm outdoor coat. They will also require a packed lunch with drink as we may be late back for lunch.

Yours sincerely

A handwritten signature in blue ink that reads "Mrs Hopkins".

Mrs Hopkins (on behalf of the Reception team)

----- tear off slip -----

**Reception Trip to Pantomime**

Childs Name:.....



I have paid my contribution by Parentpay

I would like to be a parent helper on the trip.

**Please return by 25<sup>th</sup> November**

In the event of a child being absent on the day of a trip we will endeavour where possible to give a refund. It may not be possible to refund the whole amount as an amount per child will already have been committed, but each trip will be based on its own merit.