

Head Teacher: Mr D Barrow

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11<sup>th</sup> November 2014

Dear Parents and Carers,

## TRIP TO BROOK FARM

As part of our 'Winter Wonderland' topic, we will be going on a class trip to Brook Farm on Friday 28<sup>th</sup> November to choose a Christmas tree for our classroom.

Travel between school and Brook Farm will be by coach. We plan to leave school at 9.00am, and will return in time for lunch at 12.00pm. **We are asking for a voluntary contribution of £5.00 to cover the cost of the trip, which includes transportation by coach and insurance.** *Please note that if we don't receive sufficient contributions, the trip may not be able to go ahead. If you are having difficulty paying, please speak to Mr Barrow or the office staff in confidence, and we can discuss either a payment plan or a reduced contribution.*

To ensure that children are safe whilst out on the trip, we would welcome DBS-checked parent volunteers. If you are able to join us on the trip, please indicate this on the permission slip below, which should be returned to your child's class teacher no later than Friday 21<sup>st</sup> November.

Kind regards,

**Mrs Fenner and Miss Gill**

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### Reception Trip to Brook Farm, 28<sup>th</sup> November 2014

Name of child: ..... Class: .....

I give \* / do not give \* permission for my child to visit Brook Farm (\* delete as appropriate)

I enclose a voluntary contribution of £5.00 to cover the cost of the trip

I am DBS-checked and am able to accompany you on the day

Signed: ..... Date: .....