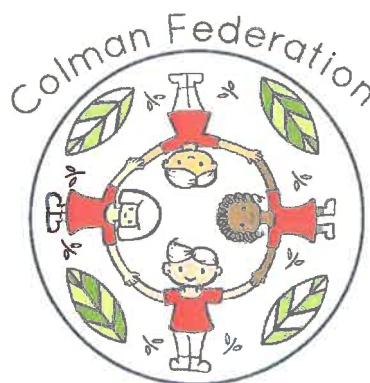


Colman Junior School
South Park Avenue
Norwich NR4 7AU



Colman Infant School
Colman Road
Norwich NR4 7AW

Mrs Julie Sandford
Headteacher

3rd March 2020

Dear Parents/Carers

Reception Trip to Ringsfield Hall

We have arranged for Reception classes to visit Ringsfield Hall on 25th March 2020. The trip will focus on outdoor learning and in particular the Forest Schools Day, we will also be looking at bugs as part of our topic.


We will be departing school at 9.15am by coach, children will be provided with a school packed lunch but will need a water bottle. However, if you would prefer to provide a home packed lunch for your child then please indicate this on the form otherwise one will be ordered. We will arrive back to school at 3.45pm which is slightly later than the end of the school day.

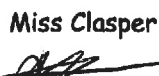
Children will need to wear old clothes for the day as they may get muddy as it is an outdoor activity. Please ensure your child also has a coat and wellies.

The cost of the day is £22.00 which includes the cost of coach hire and the Ringsfield Hall education package. The visit will take place during normal school hours and therefore the school is unable to make a charge but is allowed to ask for voluntary contributions. No pupil will be excluded from the visit in the event of a contribution not being forthcoming but we do not have funds to meet the cost, so the visit can ONLY go ahead if sufficient voluntary contributions of £22.00 are received. If your child is eligible for Pupil Premium then the cost of the trip will be met by the school, if you need further clarification please contact the School Office. Please indicate on the reply slip if this is the case. Contributions for the cost of the trip can be made via cash or cheque (cheques made payable to Colman Infant School). Receipts will be issued for all cash payments. Please return the attached form by Wednesday 18th March 2020.

Should you have any queries please contact the School Office.

Yours faithfully

Mrs French

Enc

Miss Clasper


TO: School Office (or via your child's Class Teacher) by Wednesday 18th March 2020

REPLY SLIP RE: RECEPTION TRIP TO RINGSFIELD HALL

Name of Child..... Class.....

I understand that my child will be taking part in the Reception trip to Ringsfield Hall visit on 25th March 2020 and will collect my child at 3.45pm.

I enclose £22.00 by cash or cheque (cheques made payable to Colman Infant School).

My child is eligible for Pupil Premium and I understand the contribution will be met by the school.

If you do not wish for your child to have a school packed lunch (and you will provide your own) then please indicate here, otherwise one will automatically be provided by the school.....

Signed.....Parent/Carer

Date.....