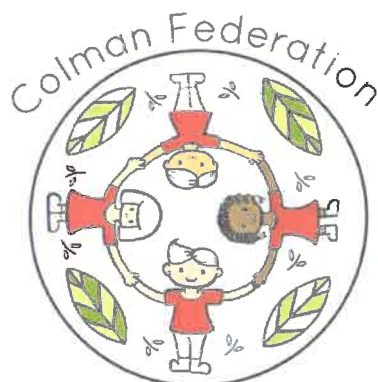


Colman Junior School
South Park Avenue
Norwich NR4 7AU



Colman Infant School
Colman Road
Norwich NR4 7AW

Mrs Julie Sandford
Headteacher

6th March 2020

Dear Parents and Carers

School trips and visits

We are currently revising our school curriculum and looking to give the children more opportunities to explore learning out of school with trips and visits connected to their learning. The Infant school has traditionally only offered school trips at the end of the summer term and we are aware that this is a change in practice.

A number of parents have asked questions about the forthcoming Year R trip to Ringsfield Hall and the cost of the trip. Year R visited Ringsfield Hall last Summer and so I am sure that you will have noticed that the trip is more expensive. The trip last year was costed incorrectly by the Infant school admin staff; parents were not charged the full amount and the school was left with an overall deficit of £1000.

The school budgets in both the Infant and Junior schools are under pressure and cannot sustain deficits from school trips and visits; so the full cost of trips and visits is charged. Transportation costs have increased significantly over the last eighteen months and are usually the main reason that the cost of trips and visits is higher than in the past. We always subsidise the cost for Pupil Premium children and in specific circumstances, where the coach costs are prohibitively high but we feel that the educational experience is beneficial to the children such as the Year 4 trip to Warner Bros. Studios for Harry Potter and the year 5 trip to the Science Museum in London, we will subsidise some of the cost of transportation so that parents do not have to bear the full extent of the charges.

The school does not make any money out of school trips and visits; all trips and visits are fully accounted for and monitored regularly by Governors. We make every effort to ensure that we get value for money on each school trip; something of great importance to both myself and Governors. We try to keep the cost of our education provision as low as possible whilst continuing to offer rich learning experiences that children will benefit from.

Continued.../

I hope that this clarifies the Federation's approach to trips and visits but if you have any further questions, please let us know as we are always happy to help.

With best wishes

A handwritten signature in black ink, appearing to read 'Julie Sandford'. The signature is written in a cursive, flowing style with some overlapping loops.

Julie Sandford
Executive Headteacher
The Colman Federation