



'Learning together, loving others, guided by God'

Heene Church of England (Aided) Primary School

Headteacher: Mrs Jo MacGovern

Thursday 22nd February 2018

Dear Year 4 Parents/Carers of

Fishbourne Roman Palace – Monday 12th March 2018

As part of our Romans topic we are pleased to inform you that we have arranged a visit to Fishbourne Roman Palace. We will be travelling by coach and leaving school at 9.15am precisely so please ensure that your child is in on time. We will not be back in school by 3.15pm.

We would ask you to make a voluntary contribution of £12.00 to cover the cost of this visit. Although we are able to subsidise trips to some degree, unless those parents who are able make a contribution do so, it is probable that these visits could not take place. We appreciate that some families might find it difficult to contribute all or part of the suggested sum and, if you feel that you are in such a position, please do not hesitate to speak to one of us or the Head Teacher, in confidence, to discuss whether some suitable arrangements can be made to cover the cost of your child's participation. All children will be included in the visit. If your child currently receives/has received free school meals or is a 'Services' or 'Looked After' child we do not require a contribution as this is funded from pupil premium.

Medicines Note: If your child needs travel sickness medication during the trip please ask the office for a consent form. We cannot give your child the medicine if you do not complete this form.

Your child needs to wear school uniform and a suitable coat; bring a bottle of water (no glass bottles or fizzy drinks), a snack and a packed lunch (if your child currently has free school meals Chartwells will provide a free packed lunch). If you normally pay Chartwells for a school meal please ensure you do not order for Monday 12th March, and provide your child with a packed lunch instead. Please pack these in a named 'back pack' style bag as the children need their hands free. The children should **NOT** bring a camera or any money with them.

Please complete the attached reply slip and enclose your payment in a named envelope returning it to either the school office or your class teacher **no later than Monday 5th March 2018**.

Yours sincerely

Miss Atkinson Miss Moyle Ms Evans

Year 4 Teacher

