Metropolitan Borough of Sandwell
ST JAMES CE PRIMARY SCHOOL

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Headteacher: Mr D Heather

7th November 2023

To Parents/Guardians of Pupils in Year 4

Dear Parent/Guardian

TRIP TO Stafford Castle

Year 4 will be going on a trip to Stafford Castle on 31st January 2024 – this visit will support the work we are undertaking in class on our History topic.

The total cost of this trip is a voluntary contribution of £12.00 per pupil which includes the cost of the coach and the living museum activities. Please note that school have subsidised the cost of this trip. This can be paid in 2 instalments of £6.00 (**the first instalment needing to be paid by Friday 22nd December**). We will require payment in full (via your ParentPay account) by **Friday 12th January 2024**. You will also be required to give on-line consent when making your ParentPay payment. Please note, where we do not receive sufficient voluntary contributions by the final payment date (to cover the cost of this trip) we reserve the right to cancel – in this instance, parents will be notified of cancellation and any payments received will be refunded.

The trip will take place during the actual school day. Children should wear warm clothing as part of the day will be outside. This includes a warm waterproof coat and suitable outdoor footwear such as wellies or boots. A packed lunch will be needed (no fizzy drinks please). Parents of children who are entitled to a free school meal can request that school provide this for them – please complete the slip below if your child is entitled to free school meals.

Yours faithfully

Miss Merryweather
PHASE LEADER

==SLIP ONLY REQUIRED IF YOUR CHILD IS ENTITLED TO FREE SCHOOL MEALS==

<u>Y4 TRIP TO STAFFORD CASTLE</u>

PUPIL NAME: .... CLASS: ....

My child is entitled to free school meals, and I will require a packed lunch – *YES / NO
(*please delete as appropriate)

Signed .... (Parent/Guardian)   Date ....