

# Communication to parents

## **Subject Header:** Preston Manor trip

Dear Parents/Carers,

We are organising a school trip for our Year 3 students to Preston Manor as part of their Victorians history topic. The trip will include a tour of Preston Manor and the children will need to wear a Victorian costume.

Sea Lions will going on Tuesday 20<sup>th</sup> September and Seals will be going on Thursday 22<sup>nd</sup> September.

Trip Summary:

Trip	Preston Manor
Date	Sea Lions: 20 <sup>th</sup> September Seals: 22 <sup>nd</sup> September
Children attending	Y3
Departing from school at	10am
Arriving back at school at	12pm
Method of Transport	Coach
Cost	£21.66
Payment due by	16 <sup>th</sup> September 2022
Clothing Required	Victorian Costume
Will my child need a packed lunch for this trip?*	Yes

### Food\*

If have ordered a hot meal for your child for this date, please contact the Chartwells office via telephone or email. They will refund the cost providing they receive 5 full working days' notice.

If your child is entitled to a free school meal please tell us, via your sQuid account, if you wish Chartwells to supply a packed lunch.

### Helpers

In order to ensure everyone's safety during this trip we are asking for help from parents and/or grandparents please. It may not be possible to run the trip if we do not get any offers of help. If you are able to help please tell us via your sQuid account and we will contact you in due course.

### Payment

Please make your payments and give consents via your sQuid account. If you are unable to access sQuid please bring a cheque to the school office and request a paper version of the consent form. You are invited to make a voluntary contribution to cover the cost. However, unless all parents, who are able to, contribute towards the costs, the trip may not take place. If you are not able to pay the full amount please contact the school office by phone or email who will arrange for a member of the Senior Leadership Team to discuss the matter further with you.

Kind regards

The School Office