



Galleywood Infant School

Barnard Road, Galleywood, Chelmsford, CM2 8RR

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Email: admin@galleywood.essex.sch.uk

Headteacher: Mrs S J Manning

Deputy Headteacher: Miss Chloe Williams



14th May 2019

Dear Parents/Carers,

We are planning an educational visit to **Hedingham Castle on Tuesday 18 June** for all children in years 1 and 2. We will be travelling by coach, leaving school at **9.00am** and returning by approximately **3.10pm**.

Parents are asked to make a contribution of **£16** to cover the cost of entry to the castle, an educational talk and transport. Please return your contribution with the consent slip below. If not enough contributions are received the visit may have to be cancelled. If you have any concerns regarding the contribution, please contact the school office and ask to speak to Mrs Dennis. We are also happy to accept your payment in more than one instalment – again, please speak to Mrs Dennis or mark clearly on an envelope the amount you will be paying as a first instalment.

The children will need a packed lunch which can be provided by yourselves or ordered from the school kitchen if required. Lunchboxes/bags must be **clearly named** and you will need to provide an extra drink.

Please send children wearing suitable outdoor clothing. We would advise long trousers, a T-shirt and / or jumper and a named waterproof jacket. Trainers should be worn. If we are lucky enough to have sunny weather please ensure that your child has a sunhat (preferably with neck cover) and that your child is already wearing sunscreen. If your child suffers from travel sickness, can you please administer any medication, if required, before they come into school.

Yours sincerely,

Year 1 and 2 Class Teachers

Consent – Hedingham Castle – Years 1 & 2 – 18th June 2019

Please return this slip with your payment by 7th June 2019

I give permission for my childClass.....
to attend the Hedingham Castle visit on 18th June 2109 and enclose (*please delete as appropriate):

- *Full payment of £16
- *A first instalment of £.....

Please make cheques made payable to Galleywood Infant School

- I would like the school to provide a packed lunch for my child on this day – please indicate your sandwich choice:- Ham Jam Cheese

- I will provide my own packed lunch for my child for this visit

Signed:..... Date