



03 January 2023

Dear Parents/Carers of **Topaz**

Re: Educational Activity Off School Site

As part of our next module, we have arranged a trip to Centre VR for Virtual Reality. Details of this trip are detailed below and overleaf.

Date of Trip: 10 January 2023
Classes: Topaz
Group Leaders: Mrs Freeborn
Depart School: 9am
Return to School: 12.15pm

Activities Outlined: Visit to Centre VR
Clothing: School uniform
Children need to bring: Disposable water bottle
Lunch: Children will eat lunch in school
Insurance Details: Department for Education
Destination Address: Centre VR, Richmond Gardens Shopping Centre, Old, Christchurch Road, Bournemouth

Please complete the below form to provide consent for your child to attend the above trip by Friday 06 January 2023. This consent is to ensure that you are happy for your child to attend the above off-site activity and you consider them to be in good health and capable of taking part in the activities detailed in this letter. Also, that you appreciate that staff in charge of the visit will take all reasonable care and will act in loco parentis in the event of an emergency.

<https://forms.office.com/e/F5ACfDXYe3>

We greatly appreciate adult help and if you have undertaken voluntary clearance with us, and are available to supervise a group of children **for the whole day (both classes)**, please contact the school office. We will need you to attend a pre-visit meeting to ensure all helpers are aware of planned activities and Health and Safety issues.

Date of Meeting: 09 January 2023
Time of Meeting: 3:15pm
Place of Meeting: Topaz

If you have any queries regarding the above please do not hesitate to contact the class teacher.

Yours faithfully

Carolyn Freeborn Sam Orbell
Class teacher **Class Teacher**

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