



03 April 2019

Dear Parents/Guardians of Year 1

Re: Educational Activity Off School Site

As part of our current studies we have arranged a trip to Oceanarium. Details of this trip are detailed below and overleaf.

Date of Trip:	Wednesday 8 May 2019
Classes:	Cosmos and Clover
Group Leaders:	Debbie Clothier and Rosie Borrill
Accompanying Staff:	Laura Dunford and Anne Freeman
Depart School:	9.15am
Return to School:	2.30pm

Based on the number of children attending we are asking for a voluntary contribution of £12.98 per child. We would ask for payment via our online banking facility, **Parent Pay by Tuesday 30 April 2019**. Parents are reminded that if we do not receive sufficient contributions we may have to cancel the activity. Please refer to our Charging Policy for further information. Please contact Rebecca Wood if you are unable to make a contribution due to financial difficulties by Friday 26 April 2019.

When you make your payment online it will also ask for you to provide consent in the form of a tick box. 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.

We greatly appreciate adult help and if you have undertaken voluntary clearance with us, and are available to supervise a group of children, 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: Tuesday 7 May 2019

Time of Meeting: 2.30pm

Place of Meeting: Library

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

Yours faithfully

Debbie Clothier

Debbie Clothier
Class Teacher

Rosie Borrill

Rosie Borrill
Class Teacher

Trip Information Continued

Aims of Visit:	To learn about habitats and animals.
Activities Outlined:	Exploration of the Oceanarium, a guided tour and expert talk and an opportunity to discover and study animal artefacts.
Clothing:	School Uniform
Children need to bring:	Lunch, suitable coat if raining, water bottle.
Lunch:	If you have ordered a meal for your child for this day, a packed lunch will be provided instead.

The meal provided will be:

- Cheese Roll
- Crudités
- Biscuit or Cake
- Bottle of Water

If you have not ordered a lunch from Chartwells please provide a packed lunch in a named plastic bag to enable us to dispose of all litter at lunchtime – please do not send lunch boxes.

All children should bring a PE style string bag with them to hold their lunch and two additional cartons of drink or water. Please ensure all items are named. The children will be expected to carry these items themselves.

Insurance Details:	Department for Education
Destination Address:	Oceanarium, Pier Approach, Bournemouth BH2 5AA
Payment Information:	Parents are reminded that if we do not receive sufficient contributions, the trip may have to be cancelled. Please contact the Teacher in Charge if you are unable to make a contribution because of financial difficulties.