

Love of Learning, Bright Futures, Happy Memories



HEACHAM JUNIOR SCHOOL

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21th April 2023

Y6 Sainsbury Centre Norwich 23.05.23

Dear Parent/Guardian

We are pleased to tell you that a curriculum trip has been arranged for Year 6 to visit The Sainsbury Centre in Norwich. There will be a workshop in the afternoon and an opportunity to look around the museum in the morning.

Children will need to be in class at 8:30 am, the coach will be leaving promptly at 8:45am. The children should arrive back at school at approx. 4:10pm. Children will need to wear full school uniform and bring a lightweight waterproof coat and wear comfortable shoes. A packed lunch with water/soft drinks is required. A packed lunch can be pre-ordered in advance from the school kitchen, please use the form enclosed with this letter. Any travel or other medications required must be given to Mrs Jones or Mrs Cator in the original packaging.

The cost of the trip is £11.50 per student payable on ParentPay.

If you would like your child to take part in this trip, please complete and return the attached permission slip.

A medical consent form will need to be completed on your child's ParentPay account along with payment of the initial deposit. Your child's place will **not** be secured until you have returned the reply slip below and completed a medical consent form online.

If assistance is required with the cost of this visit, please contact the school to obtain an application form for the schools Learner support fund. If insufficient contributions are raised to fund this trip, the school reserves the right to cancel this excursion.

Further remittance advice is available within the schools charging and remittance policy available on the school website and parents are encouraged to refer to this.

Yours faithfully,

Mrs Jones
Assistant Head and Y6 Class Teacher

EXECUTIVE HEADTEACHER
Ms L Jackson

EXECUTIVE DEPUTY HEAD
Mrs E Hunt

ASSISTANT HEAD
Mrs E Jones



Payment Plan

We appreciate that there is a significant cost to this trip, in an attempt to make this as accessible as possible, we have arranged for the following instalment plan to be available:

Date due	Amount	Balance due
28 th April 2023	£6.50	£5.00
19 th May 2023	£5.00	n/a

If you would like to take the opportunity to pay by instalments, please ensure that your instalment has been paid by the due date, a missed payment could lead to the trip being withdrawn.

While every effort has been made to ensure that the cost of this trip is accurately reflected in the price quoted, the school does reserve the right to amend costs or withdraw the trip should there be insufficient uptake in student numbers, or insufficient voluntary contributions received. On the rare occasion that prices do need to change this will be communicated to you *BEFORE* your deposit/first instalment is committed and becomes non-refundable.

In the event your child is unable to attend or you subsequently fail to make any payments, any instalments paid to date will be non-refundable* (unless a suitable replacement can be found to take your child's place).

*Except in the event of a medical condition preventing participation. In these circumstances a claim should be made to the schools travel insurer, please contact the school directly and they will assist with your claim (please note confirmation from your doctor will be required).

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Sainsbury Centre, Norwich – Tuesday 23rd May 2023

Please return completed trip forms to the School Office by **Mon 24th April**

Pupil Name: _____ Y6

I will arrange for payment of **£11.50** to be paid via ParentPay in accordance with the above instalment plan.

Signed: _____ Name: _____ Date: _____

EXECUTIVE HEADTEACHER
Ms L Jackson

EXECUTIVE DEPUTY HEAD
Mrs E Hunt

ASSISTANT HEAD
Mrs E Jones



School Lunch order Form

Sainsbury Centre Norwich 23.05.23

Please return completed form to the Office by 01/05/2023 if you would like to order a school packed lunch for this trip.

A packed lunch will include a sandwich of your choice, a cake or biscuit, Salad and Fruit bags. Drinks are not included.

Pupil Name: _____ Y6

I would like to order a packed lunch

I agree to pay £2.50 on ParentPay (or free if in receipt of Free School Meals)

Sandwich filling:

Cheese Ham Tuna

DRINKS ARE NOT INCLUDED SO PLEASE ENSURE YOUR CHILD HAS SUFFICIENT DRINKS FOR THE DAY.

Signed: _____ Name: _____

If you think you may be eligible for Free School Meals please apply online

<https://fiso.norfolk.gov.uk/Synergy/Enquiries/Citizen/FreeSchoolMeals.aspx>

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