



*Love of Learning, Bright Futures, Happy Memories*

## HEACHAM JUNIOR SCHOOL

College Drive, Heacham, PE31 7EJ

TEL: 01485 571013

office@heachamjunior.co.uk

### The National Space Centre, Leicester – Y4 Friday 21/06/24

8<sup>th</sup> February 2024

Dear Parent/Guardian,

We are very excited to tell you that a curriculum trip has been arranged for Year 4 to visit the National Space Centre in Leicester on Friday 21<sup>st</sup> June 2024.

The children will travel by coach and will need to be **in class at 7.50am as the coach will leave at 8am**. They will have 4 hours to explore the Space Centre, which will include a Premium Planetarium experience 'Journey through the Solar System'. The coach will leave the Space Centre at 3pm and should return to school by 6pm.

Please could the children wear full school uniform and comfortable shoes and bring a light waterproof coat. They will need a packed lunch with plenty to drink and need to give any medication to staff (inhalers, travel medication etc.).

The Friends of Heacham Junior have given us £500 towards this trip which has significantly reduced the cost to parents.

The cost of the trip is £21.50 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. Your child's place **will not be secured** until you have returned the reply slip below and completed a medical consent form online.

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).

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,

**Miss Pateman**

**Trip Leader**

✂.....

Please return completed trip forms to the School Office by **16/02/24**

**The National Space Centre, Leicester – Y4 Friday 21/06/24**

Pupil Name: \_\_\_\_\_ Y4

I give permission for my child to attend this trip and will arrange for a single payment of £21.50 to be paid via ParentPay.

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

**EXECUTIVE HEADTEACHER**  
Ms L Jackson

**EXECUTIVE DEPUTY HEAD**  
Mrs E Hunt

**ASSISTANT HEAD**  
Mrs C Enters



**West Norfolk Academies Trust**



## 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
29/02/24	£11.50	£10.00
29/03/24	£5.00	£5.00
30/04/24	£5.00	£0.00

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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Please return completed trip forms to the School Office by **16/02/24**

**The National Space Centre, Leicester – Y4 Friday 21/06/24**

Pupil Name: \_\_\_\_\_ Y4

I give permission for my child to attend this trip and will arrange for a payment of £21.50 to be paid via ParentPay in accordance with the above instalment plan.

I understand that should my child be unable to attend this trip the deposit will be non-refundable. Where contributions for a trip are via an agreed instalment plan, I acknowledge that I will only be refunded if a suitable replacement can be found to take my child's place.

Signed: \_\_\_\_\_ Name: \_\_\_\_\_ Date: \_\_\_\_\_

EXECUTIVE HEADTEACHER  
Ms L Jackson

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ASSISTANT HEAD  
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## School Lunch order Form

**The National Space Centre, Leicester – Y4 Friday 21/06/24**

**Please return completed form to the Office by 16/02/24 if you would like to order a school packed lunch for this trip.**

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

Pupil Name: \_\_\_\_\_ in Year: 4

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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