



17th September 2019

Dear Parents

St Francis Class trip to the Bath Children's Literature Festival on Friday 4th October 2019

We have organised a trip for St Francis class to visit the Bath Children's Literature Festival. This is an essential part of our topic work being covered in class and we will have the fantastic opportunity to participate in an author workshop with the authors Greg James and Chris Smith.

This trip will be outside normal school hours. Please drop your child at the usual time in the morning as the coach will not be leaving until after our first lesson. The coach is scheduled to return to the church courtyard, Cross Hayes, at 4pm so please arrange for pick-up there. Children should be suitably dressed in their PE kits, including trainers, jogging bottoms and a coat. A packed lunch and snack will need to be provided for the day with drinks in suitable containers. May we remind you **not** to send your child with a glass drinking bottle, fizzy drink or yoghurt. Please also note that eating and drinking is not permitted on any of the coaches and in line with our school healthy eating guidelines, sweets and chocolate should be avoided.

We are asking parents for a contribution of **£15.60** to fund the cost of the trip. The trip will not be viable if not enough funds are raised as we have to pay for the coach and entry fees. Please do speak to the office staff or myself, should you have any questions or difficulties with payment.

If you think you may be entitled to Pupil Premium Free School Meals, please contact the school office and you may be able to have part or all of this trip funded by the school. The link to check on your eligibility is as follows:

<http://www.wiltshire.gov.uk/schools-learning-free-school-meals>

Payment can be made by cheque (made payable to St Joseph's Catholic Primary School), cash or BACS. If payment is made by BACS, details are below. Please ensure that the Pay Reference clearly states the trip name and that of the child:

Account Number	02592155
Account Name	WC St Joseph's School
Sort Code	30-91-99
Bank Name	Lloyds Bank
Pay Reference	(Bath)...(Child's Surname)
Remittance	income@st-josephs-malmesbury.wilts.sch.uk

Thank you to those parents who have completed and returned the new 2019-2020 annual medical consent form. This will be used for the trip. **If you have not yet actioned this, please do so as a matter of urgency as your child cannot go on the trip without it – forms are on the school website and can also be picked up from the school office.** If you know of any medical/health updates for your child, please indicate on the return slip on the next page and come into the office to update your child's form.

Due to changes in our risk assessments for school trips, the slip and payment should be received by the school no later than **3pm on Friday 27th September.** **If they are not received by this date, your child will not be permitted to go and will be expected to attend school as usual.** Due to budget constraints, if not enough payments are received, the trip may have to be cancelled. This promises to be a very interesting and enjoyable day, which we are sure the children will benefit from enormously.

Yours sincerely

Mrs Kelly Butt

Please turn over...

ST FRANCIS CLASS TRIP TO THE BATH CHILDREN'S LITERATURE FESTIVAL ON FRIDAY 4th OCTOBER 2019

I consent to _____ (name of child) participating in the trip

Parent signature _____

I enclose my contribution of £_____ cheque OR cash OR

I have paid £_____ directly by BACS Date of my BACS payment _____

I am entitled to Pupil Premium Free School Meals and therefore request that I am exempt from payment for this trip

Any updates for my child's medical form: _____

Contact details on the day are:

1. NAME _____ Phone Number _____

2. NAME _____ Phone Number _____

I would like to volunteer to help on this trip

I am DBS checked and have had this verified by the school office

There will be a limited number of volunteers - the class teacher will confirm directly with you if you are needed.