



Dear Parents/Carers

20th May 2019

We are very pleased to tell you that we are planning to take the Reception children to visit the Rainbow Factory in Leeds on **Tuesday 25th June**. The Rainbow Factory specialises in story telling through imaginative play and creative arts. The day will begin with a theatrical performance and children will then take part in a series of mini-workshops. If you would like more information, please visit the website at <https://www.rainbowfactorykids.com/school-trips>.

The children will travel by coach, departing Sutton CP at 9.15am, returning for 3.30pm. To enable the trip to go ahead, we will need to ask parents/carers for a voluntary contribution of **£10.00 per child** to cover entry, transport and insurance costs. No child will be excluded from the visit on the grounds of non-payment however, if insufficient contributions are made, then the trip may have to be cancelled. All educational visits are meticulously planned with a full risk assessment and have appropriate staffing levels in line with North Yorkshire guidance.

As your child is eligible for universal free school meals, we will provide a healthy packed lunch on the day unless you prefer to send one in from home. Please pre-order the sandwich option on Live Kitchen **now**; if you have already made a choice of a hot meal, please ensure you change your order or cancel it, if appropriate. Your child will need to wear full school uniform, a coat and have had sun cream applied and a sun hat if sunshine is forecast.

We are very excited about our trip and are sure the children will have a fantastic day! Would you please complete and sign the reply slip below to give permission for your child to take part by **Friday 7th June at the latest**.

Yours sincerely

The Early Years Team

Costings	Number of children: 29	Cost per head
Transport	£240.00	£8.28
Insurance	£ 11.02	£0.38
Entry to Rainbow Factory	£275.50	£9.50
Total	£526.52	£18.16
School subsidy direct from budget	£100.00	£3.45
Subsidy from fundraising	£136.59	£4.71
Minimum voluntary contribution	£290.00	£10.00

Rainbow Factory Trip – Tuesday 25th June 2019

I *do / *do not give permission for my child (print) to take part in this visit.

I will make a ParentPay payment of £10.00 by Friday 7th June *Yes / *No

*I will bring a packed lunch from home.

*I would like school to provide a packed lunch

***Please delete as appropriate**

Signed _____

Date _____