



Dear Parents/Carers

14th June 2019

We are delighted that we have arranged for children in Year 3 to visit Clitheroe Castle and its award winning museum on **Wednesday 3rd July**. In addition to exploring the museum and castle, the children will be participating in a "Myths and Legends" workshop run by Pennine Lancashire Museum & Schools. This will support learning in class during our topics on Romans and Ancient Greeks..

We will leave school at 9.10am, travelling by coach which is fitted with seatbelts; we plan to return for the end of the school day, depending upon traffic. Children must wear uniform and will need to bring a packed lunch. Children may also bring a small amount of spending money (£5 or less) for the gift shop.

To enable this visit to go ahead, we will need to ask parents for a voluntary contribution of **£12.00 per child** to cover most of the costs. Payment must be made via ParentPay, with school subsidizing the remaining cost. No child will be excluded from the visit on the grounds of non-payment however, **if insufficient contributions are received, then the trip may have to be cancelled**. All educational visits are meticulously planned with full risk assessments and appropriate staffing levels in line with North Yorkshire Guidance.

Please make payment and sign the slip below by Friday 28th June latest. Many thanks.

Kind regards
Mrs Whitehead

Year 3 Visit to the Clitheroe Castle Museum

I give permission for my child (print name) to take part in the visit on **Wednesday 3rd July**.

I agree to make the **£12.00** voluntary contribution payment via ParentPay ***YES/*NO**
(*please delete as appropriate)

Signed (Parent/Carer) Date

Costings	Number of children: 31	Cost per head
Transport	£310.00	£10.00
Entry to museum/workshops	£ 93.00	£ 3.00
Insurance	£ 11.78	£ 0.38
Total	£414.78	£13.38
Subsidy directly from school budget	£ 42.78	£ 1.38
Minimum voluntary contribution	£372.00	£12.00



Sutton in Craven Community Primary School