



Dear Parents/Carers

12<sup>th</sup> February 2020

We are very pleased to tell you that we are planning to take the Reception children to visit the Rainbow Factory in Leeds on **Wednesday 22<sup>nd</sup> April**. 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 School Grid**; 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 20<sup>th</sup> March at the latest**.

Yours sincerely

The Early Years Team

Costings	Number of children: 30	Cost per head
Transport	£240.00	£8.00
Insurance	£ 11.40	£0.38
Entry to Rainbow Factory	£285.00	£9.50
Total	£536.40	£17.88
School subsidy direct from budget	£100.00	£3.33
Subsidy from fundraising	£135.00	£4.50
<b>Minimum voluntary contribution</b>		<b>£10.00</b>

## **Rainbow Factory Trip – Wednesday 22<sup>nd</sup> April 2020**

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

I will make a ParentPay payment of £10.00 by Friday 20<sup>th</sup> March      **\*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 \_\_\_\_\_