



**Richmond Hill Primary Academy
Voluntary Academy**

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16th January 2018

Dear Parents/Carers of Reception Pupils

Reception Visit to Hill House School – Tuesday 13th March 2018

Richmond Hill has established strong collaborative links with Hill House School in Auckley, Doncaster and our pupils from across different year groups have in the past experienced visits to Hill House to participate in a variety of events such as sporting activities, author visits and workshops for art and science. We are fortunate that we have now received an invitation for our Reception children to visit Hill House to participate in a session with a visiting author Caryl Hart. She is the author of lots of great books for younger children, including How to Catch a Dragon and Supermarket Zoo. The cost of this visit is for transport only and each pupil will receive a free book by the author.

If the visit goes ahead:- The children will have lunch at school as normal, leaving school about 12.45pm, arriving back to school by 3.15pm (depending on traffic). All pupils will need to be dressed in their full school uniform.

The costings are as follows:-

Activities		= £ Free
Coach	£220 ÷ 54 Pupils	= £ 4.07
Insurance		= £ 0.15
TOTAL		£ 4.22 per child

In the current climate of budget cuts to schools nationally, we have had to make the decision to inform parents that if this visit is not fully supported by ALL parents and paid for in full by 9:00am on Friday 16th February 2018 then it will be necessary to CANCEL THE VISIT

You will be sent a text informing you if the visit will go ahead or not.

However, we appreciate that the cost of school visits can be a problem to some families. It is, therefore, important to point out that if your child is eligible for free school meals, whether or not they are taken, and your eligibility is recorded by the Local Authority, the school may be in a position to offer a small subsidy on the cost of some visits. Please contact Zoe Thomas in the Academy Office.

Payments will need to be made on your ParentPay account. PayPoint customers will be sent a bar coded letter to enable payment at a local PayPoint outlet.

Once **payments** for visits are made they are usually non-refundable. However, if visits are cancelled due to reasons beyond our control, refunds or partial refunds can only be given if the school receives payment back from the bus company/venue.

To enable us to decide if the visit is going to go ahead please complete the attached consent and medical forms and return to the Academy Office by 9.00am Friday 19th January 2018.

Many thanks
Reception Team

The Rose Learning Trust.



TRANSFORMING FUTURES COLLABORATIVELY

Please return to the Academy Office with the completed medical form no later than
9.00am Friday 19th January 2018

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Name of Child:- _____ Class:- _____

I agree for my child to participate in the above visit. I enclose a **completed medical form and agree to pay £4.22 via ParentPay or with a barcoded letter at a PayPoint outlet by 9:00am on Friday 16th February 2018.**

OR

I do not support this visit.

Signed:- _____ Person with Parental Responsibility