



15<sup>th</sup> December 2017

**Richmond Hill Primary Academy  
Voluntary Academy**

**Principal Mrs D Secker**  
Melton Road  
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Doncaster DN5 7SB

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Dear Parents/Carers of Year 4 pupils

**Visits 2017/2018**

We would like to provide you with information about proposed visits in your child's class for the remainder of the academic year 2017/2018. This will enable parents to receive payment details well in advance and budget accordingly.

In the current climate of budget cuts to schools nationally, we have had to make the decision to inform parents that if visits are not fully supported by ALL parents and paid in full at least 5 weeks before the planned visit date or sooner if there is a specified cancellation fee attached to the booking, then it will be necessary to cancel the visit.

Could you please complete the information attached to this letter to confirm if you are willing to support these visits and return it to the Academy Office by **Monday 18<sup>th</sup> December 2017**. You will be informed by text message if the proposed visits are confirmed. Once visits are confirmed they will appear on your child's parentpay account for payment to be made by a specified date.

Prior to the visit we will also provide you with further information about the arrangements for the day of the visit e.g time of departure/return to school etc.

**Year 4 – 2017-2018**

Date of Visit	Venue	No. of pupils	Entrance Cost per pupil	Bus Cost per pupil	Insurance per pupil	TOTAL COST per pupil & deadline date for payment
06/12/17 <b>VISIT ALREADY TAKEN PLACE</b>	Cast Theatre <b>FOR INFORMATION ONLY- VISIT ALREADY TAKEN PLACE</b>	56	£10.90	£5.09	£0.15p	<b>FOR INFORMATION ONLY - VISIT ALREADY TAKEN PLACE</b>
Friday 9 <sup>th</sup> March 2018	Doncaster Museum – To support our history topic The Egyptians	56	£3.21	£4.66	£0.15p	£8.02 Deadline – Friday 2 <sup>nd</sup> February 2018
TBC	Yorkshire Water Treatment (Headingley & Esholt) – To support our science topic on water	56	N/A	£13.75	£0.15p	£13.90 approx. TBC In the summer term

Yours sincerely  
Debbie Secker  
Principal



Please return to the Academy Office with the completed medical form no later than  
Monday 18<sup>th</sup> December 2017

**VISITS 2017-2018 – YEAR 4**

Name of Pupil:- \_\_\_\_\_ Class:- \_\_\_\_\_

Date of Visit	Venue	TOTAL COST per pupil & deadline date for payment	✓ Yes I fully support the following visit(s)	X - No I do NOT support the following visit(s)
Friday 9 <sup>th</sup> March 2018	Doncaster Museum	£8.02 Deadline – Friday 2 <sup>nd</sup> February 2018		
TBC	Yorkshire Water Treatment (Headingley & Esholt)	£13.90 approx. TBC		

**Please tick the following as appropriate**

I agree for my child to participate in the above visits. I enclose a **completed medical form and agree to pay the full amounts via ParentPay or with a barcoded letter at a PayPoint outlet.**

**For children on free school meals only:-**

My child is in receipt of free school meals, please provide a school packed lunch

**Or**

My child is in receipt of free school meals, but I will provide a packed lunch

Signed:- \_\_\_\_\_ Person with Parental Responsibility

Date:- \_\_\_\_\_