



15th December 2017

**Richmond Hill Primary Academy
Voluntary Academy**

Principal Mrs D Secker
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Sprotbrough
Doncaster DN5 7SB

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Dear Parents/Carers of Year 5 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 18th 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 5 – 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
04/10/17 VISIT ALREADY TAKEN PLACE	Austerfield Study Centre FOR INFORMATION ONLY-VISIT ALREADY TAKEN PLACE	44	£5.00	£5.77	£0.15p	FOR INFORMATION ONLY-VISIT ALREADY TAKEN PLACE
Wednesday 9 th May 2018	Cusworth Hall - To appreciate our local heritage, and to further enhance our learning on Doncaster and the surrounding area	44	£4.00	N/A Walking	N/A	£4.00 Deadline – Wednesday 4 th April 2018
Tuesday 12 th June 2018	York Chocolate Story – To support our history topic 'The Mayans' as they were believed to be the first to discover cocoa	44	£10.48	£10.22	£0.15p	£20.85 Deadline – Tuesday 8 th May 2018

Yours sincerely
Debbie Secker
Principal

The Rose Learning Trust.



TRANSFORMING FUTURES COLLABORATIVELY

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

VISITS 2017-2018 – YEAR 5

Name of Pupil:- _____ Class:- _____

Date of Visit	Venue	TOTAL COST per pupil	✓ Yes I fully support the following visit(s)	X - No I do NOT support the following visit(s)
Wednesday 9 th May 2018	Cusworth Hall	£4.00		
Tuesday 12 th June 2018	York Chocolate Story	£20.85		

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 by the deadline stated.**

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:- _____