

20th December 2019

Dear Parent/Carer

Visit to Verulamium (St. Albans)

To add to the children's experience of Roman life in Britain, we are visiting a fantastic museum in St. Albans (the Roman city of Verulamium). The Verulamium Museum houses a stunning collection of Roman artefacts and the children will see objects created and used thousands of years ago. Part of the visit will be led by a museum expert.

Arrangements are as follows:

Dates:	Friday 28 th February 2020 (4JE and 4LJ) Friday 6 th March 2020 (4CH and 4AW)
Depart Crosshall:	9:15am (The children should be in school at normal time.)
Back to Crosshall:	3:00pm
Lunch arrangements:	Packed lunches will be provided for all children who normally have a school meal. Children who usually bring a packed lunch should do so on the day of the trip.
Suitable clothing:	Please ensure all children wear school uniform and have a coat.
Costs:	The cost of the trip is £20.00 which is to cover travel to and from St. Albans and admission to the museum. Please indicate on the attached reply slip whether you are able to make this voluntary contribution. Pupils who receive Free School Meals are not required to pay.

Please complete the attached reply slip and return to your child's class teacher by **Friday 17th January 2020**. Our apologies for the prompt payment request, this is due to the cancellation policy of the museum.

Should we have any concerns about your son/daughter's behaviour, we will contact you to discuss his/her place on trips. We reserve the right to not take any student whose behaviour is considered in any way antisocial or unsafe. The Academy is required to undertake a risk assessment for all trips and visits. We cannot allow any student to take part in an activity unless any risk involved is assessed as being low. Details of the trips and our expectations will be conveyed to students via assemblies and during class time.

Please indicate below if you are able to help on the trip.

Yours sincerely

Mrs A Wilkinson
Head of Year Four

If insufficient voluntary contributions are received and the trip is considered by the Head Teacher to not be financially viable, then it will be cancelled and any monies received will be returned.

In School Medication:

Asthma If your child is asthmatic and therefore on the asthma register, please ensure he/she has the inhaler in school at all times. We will be taking his/her inhaler on this trip as it takes place during school hours.

Other Medication If we normally keep medication in school for your child, please note that we will be taking it with us on this trip as it takes place during school hours.

LABELLED AND IN DATE MEDICATION IS THE RESPONSIBILITY OF THE PARENT/CARER. IF A CHILD'S MEDICATION IS FOUND TO BE OUT OF DATE, PARENTS WILL BE INFORMED, IF TIME ALLOWS. CHILDREN WITHOUT IN DATE MEDICATION COULD BE REMOVED FROM A TRIP FOR HEALTH AND SAFETY REASONS.

Travel Sickness If your child suffers from travel sickness please send a spare set of named clothes into school for this trip.

YEAR FOUR VISIT to Verulamium Please return to your child's class teacher by **Friday 17th January 2020.**

CHILD'S NAME: CLASS:

Payment can be made on +Pay via www.parentmail.co.uk or by cash or cheque.
Please tick:

- I enclose payment of £20.00 for the above trip. Please make cheques payable to Crosshall Junior School.
- My child is in receipt of Free School Meals and is exempt from paying.
- I am unable to contribute for this trip.
- If you have a Crosshall Junior School DBS certificate and are able to help on this trip, please tick this box to indicate your availability.

My emergency contact number while my child will be on this trip will be

Signed: (Parent/Carer)