



**Graham James Primary Academy**  
**Educational Visit Information & Permission Form**

I wish to confirm that the following arrangements have been made for Classes 3AH & 3RJW

Visit location	:	Colchester Castle Visit
Date of visit	:	Thursday 16 <sup>th</sup> May 2024
Leave school at	:	9.00am – after registration
Estimated return to school	:	3.15pm – traffic permitting
Contribution towards cost	:	£15.50 payable by 9 <sup>th</sup> May 2024
Transport by	:	Coach
Accompanying adults	:	Year 3 staff as well as other members of staff and helpers
Please bring	:	Lunch will be packed lunches; either brought from home or ordered from school – see following page for packed lunch orders. Last lunch orders to be placed by 3 <sup>rd</sup> May 2024.  <b>An important reminder that due to severe allergies in the class there must be no nuts or peppers in packed lunches</b>  Named school water bottles should be brought for drinking water only, no other drinks are allowed
Additional information	:	Uniform should be worn. Waterproof coat advisable. Trainers may be worn.
Further information from	:	Year 3 teachers
		Attendance on this visit is dependent on continued good behaviour on the part of each child.

**Governors’ Policy on Charging**

Parents are asked to make a voluntary contribution towards the cost of educational visits. Unfortunately, the cost of coach hire is continually increasing but the trip is an important part of the children’s education. If the cost of a visit cannot be recovered, then it may have to be cancelled. No child will be penalised, by a parent’s inability to pay so please contact the school office if you have any concerns regarding payment.

Please complete and return the slip below.

.....  
 I agree/do not agree\* to my child.....in Class.....  
 attending the educational visit to Colchester Castle Trip on Thursday 16<sup>th</sup> May 2024

I have paid £15.50 on ParentPay

There is no need to return form if you have provided consent and answered questions on ParentPay.

Please state if your child has any medical condition or allergy.....

Signed:.....\* Please delete as appropriate and tick the correct payment box



**School-made Packed Lunch Orders**

**Colchester Castle – Year 3**

If you would like to order a packed lunch for your child please complete the form below.

The trip will take place on Thursday 16<sup>th</sup> May 2024.

The lunch will consist of the following:-

- Sandwich – \*Cheese or \*Ham or \*Jam – **\*Please delete as appropriate**
- Raisins
- Dessert
- Bag of crisps
- Bottle of water

If you would like your child to be given a packed lunch on their trip day you will need to order it either by email or returning this slip to the office by Friday 3<sup>rd</sup> May at the latest. We will not be able to cater for orders received after this date.

The cost will be £2.30 which is the same as school dinners. If your child is entitled to free school meals there will be no charge.

Child's name..... Class .....