

William Read Primary Academy
Long Road Canvey Island Essex SS8 0JE
Acting Head of School Mrs T Gravely
Executive Headteacher Mrs E Lane MBE



Telephone 01268 683053/683818

Website www.williamread.essex.sch.uk

November 2023

Dear Parents/Carers

Year 4 Trip to Colchester Castle

As part of our curriculum, we have arranged for the Year 4 children to visit Colchester Castle in connection with their Romans topic.

The trip has been arranged for **Tuesday 27th February 2024**, at a cost of £17.00 (**payable by Friday 26th January 2024**) which will cover travel. The school is paying the entrance fee into the Castle. The children will need to be in school by 8:15 am. as we will be leaving promptly at 8:30 so that we are able to participate in all the activities we have planned for the day. We should be arriving back at school at approximately 3:15pm.

The children will need to be dressed in school uniform and will require a packed lunch in a plastic bag with their name on (no lunch boxes). If your child is entitled to a free school meal and you would like the school to provide them with a packed lunch, please tick the box below.

Yours sincerely

Mrs Westbrook



Y4 Trip to Colchester Castle

Please complete and return to Class Teacher

Child's Name:

Class:

I will pay £17.00 online via Parentpay

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I enclose £17.00 towards the cost of the trip in a named envelope

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My child is entitled to free school meals and I would like the school to provide a packed lunch.

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Please make sure slips and payments are made by Friday 26th January 2024.

Signed: Parent/Carer

Date:

'If we believe, we will achieve'

