

William Read Primary and Nursery Academy
Long Road, Canvey Island, Essex SS8 0JE

Head of School Mrs T Gravely
Executive Headteacher Mrs E Lane MBE

Telephone 01268 683053/683818
Website www.williamread.essex.sch.uk



September 2025

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 3rd March 2026**, at a cost of £20.00 (**payable by Friday 30th January**) which will cover travel and entrance to the castle. The children will need to be in school at **7:45 am**. as we will be leaving promptly at 8:15 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,



Miss Riches

Y4 Trip to Colchester Castle

Please complete and return to Miss Riches

I give permission for my child
to participate and travel by coach to Colchester Castle on **Tuesday 3rd March 2026**.

- I will pay £20.00 online via Parentpay
- I enclose £20.00 towards the cost of the trip in a named envelope
- My child is entitled to free school meals, and I would like the school to provide a packed lunch.

Please make sure slips and payments are made by Friday 30th January.

Signed: Parent/Carer

Date: