

Outwood Primary Academy Newstead Green Cow Lane, Havercroft, West Yorkshire, WF4 2BE Tel: +44(0)1226 722484

Web: www.newstead.outwood.com

Chief Executive Principal, Primary: Mr Lee Wilson Principal: Mrs Lindsey Corbett

26th January 2024 Dear Parents/ Carers

We are pleased to inform you that a trip to Tropical World in Sheffield is to take place on Thursday 29th February 2024 for the children in Reception to enhance their topic this term.

We ask for a contribution of \pounds 23.00 towards the cost of the trip. This includes a workshop on Mini Beasts. It is important to stress that in the event of an inadequate number of parental contributions it will not be possible for the trip to take place and it will be cancelled.

The trip money must to paid in full by Wednesday 14th February 2024 along with any other outstanding money owed to school (i.e. breakfast club). If any outstanding monies are owed the Executive Principal reserves the right to refuse your child's attendance on this trip.

We would like the children to be in school for the usual time of 8.45am for registration and then we will leave school promptly at 9.10am. We will be leaving Tropical World for the return journey at 2.30pm and are expecting to be back around 3.15pm. Please send your child to school wearing their school uniform and coat. A packed lunch will need to be provided if you require it.

Please can you link on this link to complete a Googleform. This will allow you to confirm the contact details of who is attending the trip with your child (Mum/Dad/ Grandparent/ Family Friend) etc. https://forms.gle/FVF4rg|BvHH1i9s8A

Contributions to the trip should be paid via Parentpay to secure your child's place. For parents who have yet to set up an account, an activation letter will be sent home with your child. This will also include a bar code which can be used at McColl's in Havercroft or any other Paypoint store as an alternative method of payment. The payment option is now available on Parentpay for you.

Consent

By paying for your child's trip

- You are giving consent for your child to attend the trip.
- You acknowledge that your contribution is non-refundable, unless due to exceptional circumstances.
- The times when your child is due to arrive and to be collected from the academy.

Yours faithfully

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Mrs Lindsey Corbett **Principal**

Outwood Grange Academies Trust, a company limited by guarantee registered in England and Wales with company number 06995649.

Registered office address: Potovens Lane, Outwood, Wakefield, West Yorkshire WFI 2PF.

VAT number: 158 2720 04. Outwood Grange Academies Trust is an exempt charity.

A list of Directors' names is open to inspection at our registered office.