



SANDWELL METROPOLITAN BOROUGH COUNCIL

The Federation of Abbey Infant and Junior School

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Friday 22nd March 2024

Year 2 Educational Visit – Frank Chapman Centre – Day Visit

Dear Parents / Carers,

We have arranged a Year 2 day visit to the Frank Chapman Centre for all Year 2 children who are not taking part in the residential visit. This will take place on **Friday 14th June 2024**.

The children will be departing before school; therefore, we are asking for children to arrive at 8.30am prompt on the day of their trip. They will return before the end of the school day, but please be patient if we arrive a little later due to traffic.

On the day, please send your child with plenty to drink (no fizzy drinks or glass bottles please). Your child must wear suitable clothing and footwear for the day as they will be outdoors. Suitable clothing would consist of jogging bottoms or leggings, t-shirt, jumper, waterproof coat. We would recommend that you avoid wearing jeans. Children do not need to wear their uniform.

Children are entitled to free school meals and if you would like to be provided with a packed lunch on this day, please indicate a choice of either cheese or ham sandwich on your child's ParentPay account, or provide your own if you do not wish to order a sandwich in the additional information section on your child's ParentPay account.

We are asking for a contribution for the trip of **£24.50** per child towards the cost of this outing which includes minibuses, entrance to the Frank Chapman centre and insurances. Please refer to our Charging Policy for further details. If you wish, this can be paid in two instalments to help with the cost.

Please log onto your child's ParentPay account to enable you to give your consent and the **final** payment by **Monday 20th May 2024**. Please be mindful that the return date will be strictly adhered to, so that we can organise staffing ratios and submission of risk assessments to the local authority. **We will be unable to accept sandwich orders after this date. Any parents/carers that make payment after 20th May 2024 will have to provide their own sandwich.**

Yours sincerely

Ms S M Collins
School Business Director
Executive Head Teacher's PA

Abbey Infant School

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Abbey Junior School

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