



**Coleham Primary School  
Greyfriars Road  
Shrewsbury  
Shropshire  
SY3 7EN**

Ms Claire Jones  
Head Teacher

**Tel: 01743 362668  
Fax: 01743 340442  
head@colehamprimary.co.uk**

29<sup>th</sup> January 2018

Dear Parent/Guardian,

### **YEAR 2 VISIT TO MANCHESTER MUSEUM**

As part of our topic this term, Year 2 will be visiting the Manchester Museum on Friday 16<sup>th</sup> February. We will be viewing the museum's impressive dinosaur collection and children will be taking part in a dinosaur/fossil workshop.

**To ensure that we have enough time at the museum to cover all the activities we have planned for our visit, we would like the children to be in school by 7.40am so we can depart at 7.50am sharp. We hope to return to school around 4.30pm, however we shall be in touch via text if we are running late (NB: texts can only be sent to parents registered on ParentPay who have recorded their mobile phone number on their account).**

Children will need a packed lunch for this trip. As all Year 2 pupils are eligible for a free school meal under the Government's Universal Infant Free School Meals scheme, we will provide a packed lunch for your child if they want one. Please complete the reply slip overleaf indicating whether or not you require us to provide one and, if so, the sandwich choice. All our packed lunches come with a sandwich, a piece of fruit, a muffin or cookie and a bottle of water.

Children will be required to wear school uniform on this trip. No spending money will be required.

Transport will be provided by Longmynd Travel Ltd. The cost of the excursion is £11.00, which includes transport, insurance and workshops. Although contributions for trips are voluntary, in reality the school has no other means of funding excursions. Sadly, if there is insufficient funding, this trip will not go ahead.

Please complete the accompanying Parental Consent Form and return it, together with your contribution (if you have not paid via ParentPay) and the reply slip overleaf, to your child's class teacher by no later than **Wednesday 14<sup>th</sup> February**. (Cheques to be made payable to "Coleham Primary School" with your child's name and class written on the reverse please.) Please note that if we do not receive a completed Parent Consent Form for your child, they will be not be able to participate in this visit.

Yours sincerely,

Jane Hilbert  
Administration Manager

**Reply Slip - Please return to Year 2 Class Teacher by Wednesday 14<sup>th</sup> February 2018**

Please complete as required

**Payment**

I have made a donation of £..... via ParentPay towards the cost of this trip

**Or**

I enclose £..... as a contribution towards the cost of this trip

**Cheques to be made payable to "Coleham Primary School" with your child's name and class written on the reverse please.**

**Meal Requirements**

I will provide a packed lunch for my child on the day of the trip

**Or**

Please provide a packed lunch for my for my child on the day of the trip

Sandwich choice:

Cheese

Egg mayonnaise

Tuna mayonnaise

Chicken mayonnaise

Signed: ..... Parent/Guardian of: ..... Class: .....