



Wellow
Primary School

Romsey Road, Wellow
Romsey, Hants
SO51 6BG

Executive Headteacher : Mrs Jo Cottrell
Head of School: Mrs Bethan Larcombe
Tel: 01794 322201 Fax: 01794 323819

Dear Parents/Carers

A visit has been provisionally booked for the children in Southampton, details of which are outlined below. On this day the children will be taken on a guided tour of Southampton followed by an educational cruise, to learn about the history and architecture of the city which will act as research for their travel brochures they will be making in class.

Venue: Southampton City and docks

Date: Thursday 5th October 2017

Drop off time: 9.30am outside the Quays car park (Southampton)

Pick up time: 2.45pm from the Mayflower Park, Car park Southampton

Transport: We are asking for children to be dropped off and collected due to booked travel doubling the cost of the trip. However, if you have any queries about this please let me know as the school may be able to help with transport.

Cost: £15.00

Clothing: Normal school uniform with a coat in case it rains and comfortable shoes to walk in

Lunch arrangements: Packed lunches

*Charges for this visit are in line with the school's Charging & Remission policy, a copy of which can be viewed on the school's website: wellow.hants.sch.uk. If you feel you are unable to make a voluntary contribution, please contact Mrs Larcombe without delay. **Please note that the trip will only take place if sufficient funds are available and providing the appropriate adult: pupil ratios for school trips can be met. Please indicate on the slip if you are able to help – this is always greatly appreciated! All volunteers must have undertaken a DBS check. You will be notified if your help is required.***

Please indicate your payment method and complete the attached sheet, paying particular attention to the section regarding medical conditions, and return to your child's class teacher or the school office by Monday 2nd October 2017.

Yours sincerely

B Larcombe

Head of School

THIS FORM MUST BE COMPLETED AND RETURNED TO YOUR CHILD'S CLASS TEACHER BY NO LATER THAN:

Monday 2nd October 2017

VENUE: Southampton

DATE: 5th October 2017

Dropping off at: 9.30am

COLLECTING AT: 2.45pm

CHILD'S NAME:

CLASS:

- I agree to my child visiting
- I **have made** my £..... payment online
- I **have enclosed** my £..... payment by cash/cheque
- I would like my child to have a packed lunch from school for £2.15
- I am able to help accompany the children on the visit (I have a current DBS certificate)

PRINT NAME:

NB: The class teacher will confirm whether your help will be required

My child has a medical condition **Yes / No** (please delete as appropriate)

If **Yes** please give details:

My child requires medication for the above condition **Yes / No** (please delete as appropriate)

If **Yes** please give details including dosage:

- Medication held in school Medication to be supplied by parent/carer

NB: Wherever possible, medication should be administered by the parent/carer before the child comes to school.

Does your child suffer from travel sickness? **Yes / No** (please delete as appropriate)

If medication is required for the return journey please ensure this is given to class teacher and complete medication details above.

Signed Date

(Person/s with parental responsibility)