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Headteacher: Mrs Sue Dutt B.Ed. M.A. Deputy Head: Mr Paul Miller BSc (Hons)

1<sup>st</sup> April 2009

Dear Parent

**Re: Nursery and Reception trip to Lee Valley Park Farms – Wednesday 13<sup>th</sup> May 2009**

The children in the Nursery and Reception classes are going to visit Lee Valley Park Farms (Hayes Hill Farm) on Wednesday 13<sup>th</sup> May 2009. We intend to leave school at 9.15am and return for 3.15pm.

During the visit «Forename» will have the opportunity to walk around the farm and look at the animals. We hope that there will be plenty of ‘baby’ animals to see. Hayes Hill Farm is a working farm so we will be visiting the cow sheds and the milking parlour.

«Forename» will need a packed lunch (no fizzy drinks, cans or chocolate please). «Forename» will not need to wear school uniform but will need to wear suitable clothing for a farm visit – sensible shoes, sunscreen, hat and/or waterproof jacket. Please do not give your children any money to spend.

We need to ask you for a voluntary contribution of £13.85 to cover the cost of the trip which includes 50p as your annual insurance payment for off-site visits. Please understand, that unless sufficient funds are received we may have to cancel the trip. If you are struggling to make payments or need to extend the payment deadline, please do speak to Mrs Thompson, the Finance Secretary, on 01992 528061, who will be happy to make arrangements that suit your family circumstances.

If you have any questions concerning the trip arrangements please speak with «Forename»’s class teacher.

Please complete and return the reply slip below with your payment by **Friday 24<sup>th</sup> April 2009**. Cheques should be made payable to Morgans Primary School.

Yours sincerely

***Miss Hymas***

Nursery

***Miss Meale***

Reception

***Mr Miller***

Reception

***Miss Brasher***

Reception

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**Nursery/Reception Trip to Lea Valley Park Farms – 13<sup>th</sup> May 2009**

I would like my child to participate in the Lea Valley Park Farm visit.

I enclose the payment of £13.85

I would /would not be available to accompany the children on this visit.

Signed \_\_\_\_\_ (Parent/Carer)      Date \_\_\_\_\_