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

19th March 2009

Dear Parents/Carers,

**Y5 visit to Radlett & Bushey Reform Synagogue Wednesday 6th May 2009**

We have arranged for the Year 5 children to visit Radlett & Bushey Reform Synagogue on the morning of Wednesday 6th May in connection with their RE topic. We need to leave school promptly at 9.00am, so to ensure we get away on time, **the children need to be registered at 8.45 am.** We will be back at school in time for lunch.

We need to ask you for a voluntary contribution of **£7.00** 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.

Please return the reply slip below along with the full payment of £7.00 (which we must point out is non-returnable) by **Friday 27th March 2009**. Cheques should be made payable to Morgans Primary School.

We may need to take some adult helpers with us. If you are available please indicate this on the form below. If you have any queries regarding the arrangements please see your child's teacher.

Yours sincerely,

**Mrs Elder**

**Miss Gilham**

Class Teachers

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**Radlett Synagogue Wednesday 6th May 2009**

Child's Name ..... Class .....

I would like my child to participate in the Year 5 visit to Radlett & Bushey Reform Synagogue and enclose payment of **£7.00** to include annual insurance.

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

My contact details on this day in case of emergency are .....

Signed \_\_\_\_\_ parent/carer Date: \_\_\_\_\_

