



19<sup>th</sup> December 2023

Children in **Class 4**,

## Scraptoft Valley Primary School

New Romney Crescent  
Netherhall  
Leicester  
LE5 1NG

Tel: 0116 241 3444

Fax: 0116 241 7889

[admin@scraptoftvalley.leicester.sch.uk](mailto:admin@scraptoftvalley.leicester.sch.uk)  
[www.scraptoftvalley.leicester.sch.uk](http://www.scraptoftvalley.leicester.sch.uk)

Dear Parents/carers,

We have organised a trip for all the children in **Class 4** to the **Newarke Houses Museum** on **Tuesday 16<sup>th</sup> January 2024**. This will reinforce their understanding of the history work the children have been doing in school about toys from the past. Children will need a packed lunch which will be eaten before the visit.

They will be leaving school at 12.30 and returning at 3.00pm.

Children will need a packed lunch. Children that usually have a hot school meal will have a lunch provided by the School Kitchen.

Children must wear school uniform and will need suitable footwear e.g. Wellington boots and coats in case it rains.

The school's No Smoking Policy and Mobile Telephone policy must be followed by all adults on this trip.

The cost of the trip will be **£4.00** which may be paid online as one lump sum or in instalments if you prefer. This is a voluntary contribution but unfortunately if sufficient money is not collected the trip may have to be cancelled.

In addition to the Council's liability insurance the LEA recommended school journey insurance has been taken out for this trip. The school will cover the cost for this insurance.

Yours sincerely

Miss L Craig  
Headteacher



Year 1 Newarke Toy Museum – 16.1.2024

Name of Child

Class

Please tick

Permission

I give permission for my child to go on the trip as detailed above and if they have an accident be treated by a first aider  
I do not give permission for my child to go on the trip


Payment

I have made an online payment of £4.00  
I wish to pay online in instalments by 15.1.2024


Parental Volunteers

I will be able to help if required and agree to adhere to the non smoking and mobile telephone policy (the class teacher will contact you)  
Unfortunately I cannot help on this occasion


Collecting Children

I will collect my child at 3.10 pm  
I will arrange for an adult of suitable family member to collect my child  
My child may walk home by themselves


Signed \_\_\_\_\_

Parent/Carer with legal parental responsibility

Yours sincerely

Miss L Craig  
Headteacher