

17<sup>th</sup> May 2016

**Visit to Needham Lakes**  
**Share a Story Month: A Place for Stories**

Dear Parents and Carers,

As mentioned in the letter dated 16<sup>th</sup> May, this month is National Share a Story Month and the theme is **A Place for Stories**. With it comes the challenge of telling and reading stories in unusual (but safe) places.

We have planned a special visit for year 5 to share stories in different locations at **Needham Lakes on 25<sup>th</sup> May**.

We shall depart school at **9.00am** and leave Needham Lakes at **1pm**, after a **shared picnic lunch**. The cost of the double-decker bus is covered by the school as part of its enrichment activities budget.

The visit leaders will be Ms Arabelle Oxley and Mr Matthew Holmes. We will also be accompanied by a total of 12 adult helpers (some of whom will be members of staff and some parent helpers) who will have responsibilities as group supervisors so we would welcome volunteers for the trip. During the visit the children will not be unaccompanied at any time although there may be occasions when they are accompanied solely by parent helpers. **If you would like to be a helper on that day, please can you indicate on the slip below.**

Children should wear school uniform with trousers, shorts or leggings and sensible shoes or trainers. If the forecast is for rain showers, please can you also include a waterproof coat. If sunshine is forecast please include a sunhat and suncream.

Children will need to bring a packed lunch for the shared picnic. **The school kitchen can provide a packed lunch consisting of a slice of margherita pizza, tortilla crisps, fruit and vegetable sticks, a slice of cake and bottled water for £2.30 or free for those children who are in receipt of free school meals. If you wish to order a school packed lunch please indicate this on the slip below.**

We will remind the children of the need for a high standard of behaviour throughout the day, but ask parents to reinforce this prior to the visit. Should behaviour fall below an acceptable level then parents may be asked to collect their child. Should you need to make emergency contact with your child, this should be done by contacting the school on 01473 251605. Throughout the journey the children will be covered by the County's school visits and journeys insurance policy. ***If we need to contact you during the day, we will do so via the contact details held in school. If medical help is required we will assume that your child's medical requirements and doctor's surgery information remain as noted on the annual data return sheet. If any of these details have changed or will be different on the day of the trip, please inform us in writing.***

**Please could the slip below and payment for the school packed lunch (if required) be returned by FRIDAY 20<sup>th</sup> MAY. If the permission slip is not returned, we cannot take your child on the trip.**

Thank you for your continued support,

Helen Wilson  
(deputy head teacher and English leader)

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**Year 5 Visit to Needham Lakes 25<sup>th</sup> May**

I give permission for my child ..... in class 5O/5H to visit Needham Lakes

I will be able to help

**The school kitchen can provide a packed lunch consisting of a slice of margherita pizza, tortilla crisps, fruit and vegetable sticks, a slice of cake and bottled water,**

I would like to order a school packed lunch and I enclose £2.30 [  ] *Please tick*

**OR**

I will provide a packed lunch from home [  ] *Please tick*

Signed: .....

**Please return this slip by Friday 20<sup>th</sup> May**