

Castle Camps CofE (VC) Primary School
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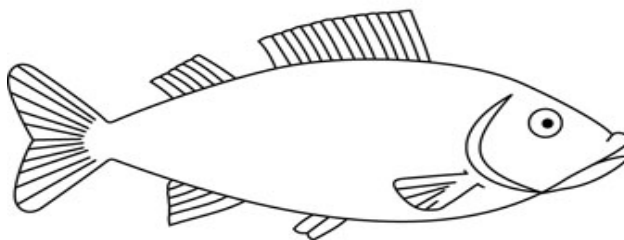
Headteacher: Miss A.E.O'Connor

26th March, 2014

To All Parents – Whole School

Dear Parents,

SOUTHEND-ON-SEA TRIP
THURSDAY 3RD APRIL, 2014



The above trip to Southend-on-Sea is nearly upon us. We thought we would list some reminders for you:-

Arrive at School no later than **7.45 a.m.**, the coach will be leaving at 8.00 a.m. sharp.
Please come via the playground and to your classes on arrival.

Please bring a Packed Lunch with enough food and drink (not fizzy) for the whole day in a named, disposable bag.

If your child suffers from travel sickness, please ensure that they have taken any medication they may require before we leave on Thursday morning, and give to their Class Teacher the required dose in a sealed container with your child's name clearly labelled on the front for the return journey. Please also ensure that those children who require inhalers have them with them for self administration. Those children that **do not** self administer please ensure the inhalers kept in their Classroom are in date for staff to take.

If your child would like to buy something from the gift shop please do not exceed £3.00, in a **named** purse or wallet that your child will be responsible for.

Please wear school uniform, sensible shoes and appropriate coat for the weather.

Children should be ready for collection by 5.00 p.m. the website will be updated after 3.30 p.m. with the estimated time of arrival on the scrolling banner at www.castlecampsschool.co.uk. Please ensure we have a written note from you, the Parent (in advance), if another Parent is collecting your child. Under safeguarding rules we will not release children to another Parent unless we have this information.

If you have any other questions please do not hesitate to contact me or the School Office. I hope the children are all looking forward to this trip, we certainly are!

Yours sincerely,

Miss A. O'Connor
Headteacher

Mrs. J. Wright
Lead Teacher

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