



## Year 3 Parents (September 2021)

12 July 2021

Dear Parents/Carers

Learning outside the classroom is a hugely valuable and effective way of extending pupils knowledge, enriching pupils understanding and promoting personal and social development. This is why CFS promotes and encourages the organisation of educational visits for all primary pupils and it is hoped that parents will also recognise the value and importance of these visits by giving their full support.

We are asking every parent/carer to pay a **one-off** voluntary contribution for their child which will cover all trips and visits for the whole academic year. We hope that this one-off payment and consent will ease the administration for both the school and parents/carers, and allow the parents to budget and plan appropriately. Exceptions to this will be for residential trips, after school clubs including activities outside of school hours and events that are only relevant to a select group of pupils – such as Young Voices. We are asking that part of the contribution is paid before the start of the academic year so that trips can be planned with the knowledge that there are sufficient funds to pay for them.

You will see a payment item on ParentPay called 2021/22 Primary Trips and **we are asking for £40 for the year**. As we had periods of time over the last two academic years where we could not operate trips, if you made a contribution for your child in 2019/20, we have reduced the amount of the requested contribution for 2021/22. Each trip is costed individually, therefore the contributions made in 2019/20 have not all been spent.

We are asking for the contribution to be paid in two instalments – instalment 1 to be paid by 1st September and instalment 2 to be paid by 1<sup>st</sup> December. Both instalments can be paid at the same time if parents wish. Although payment is voluntary, if insufficient voluntary contributions are made, we will not be able to offer the extensive programme of educational visits that we hope to. Please note, this may be showing on your 'greyed out/child leaving' ParentPay account.

Costs for every trip and visit are calculated as near as possible to break even and any non-payments have to be subsidised by the school. If you are unable to contribute, you are invited to contact the school office in confidence, so that arrangements can be made to cover the cost of your child's participation. In accordance with the schools charging policy, if the school makes a profit of more than £5 per pupil, then the profit will be refunded. We will continue to ensure the best value for money on our trips.

**Annual consent** will be requested on ParentPay, along with any details on emergency contacts and any dietary or medical information. We will issue letters in advance of each trip in the usual way giving detailed information on the trip but we will not need to ask for individual trip consent. We therefore ask that prior to any trips taking place, parents contact us if there **are any changes** to the consent details given at the beginning of the academic year.

If you have any queries at all please contact the school office on [office@chichesterfreeschool.org.uk](mailto:office@chichesterfreeschool.org.uk)

Best wishes

**The Primary Team**

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