



# St Mary's Church of England Academy

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Trinity Avenue, Mildenhall, Suffolk, IP28 7LR  
Tel: 01638 713317, Fax: 01638 712020  
Principal: Mr Colin Haley

20th April 2018

Dear Parents/Carers,

## **RE: Year 2 Trip to Lackford Lakes and overnight stay**

We are writing to give you information about our day trip to Lackford Lakes and overnight stay at school, booked for Friday 15<sup>th</sup> June – Saturday 16<sup>th</sup> June, and ask that you return the completed reply slip below with payment by Friday 18<sup>th</sup> May 2018. We also ask that you fill in and return the attached consent form, and make notes as to any special requirements your child may have (medical needs, diet, sleeping/toileting etc.).

We will leave for Lackford Lakes, by coach, soon after registration on the morning of Friday 15<sup>th</sup> June, and return at approximately 3pm. Children should come to school at the normal time on Friday and should wear a school t-shirt and jumper along with suitable clothing for outdoor activities (pond dipping, mini-beast hunting in woods and meadows etc.), including long trousers, comfortable outdoor footwear, a waterproof coat, and a sunhat/sun cream if hot. Activities will take place regardless of the weather. They will have a packed lunch and drink provided by school, unless you let us know that you would prefer to send this in, but we recommend that they bring their own water bottle with a small rucksack to carry their lunch in for the day trip.

Children can be collected at 3.15pm on Friday, after our return from Lackford Lakes, or they can remain at school for supper and campfire in the school grounds, and a sleepover on mats in the classrooms. Children opting to stay should bring an overnight bag with them on Friday morning (kit list attached) which will be left in school during the day. Please note that children will not be allowed to bring mobile phones or any food. Children staying overnight should be picked up 10:00am on Saturday 16<sup>th</sup>, having had breakfast and taken part in more activities at school. Please complete the order form for all meals attached with this letter.

We are asking for a contribution of £16 per child to cover the cost of the transport to/activities at Lackford Lakes, as well as dinner and breakfast at school. Although this is a voluntary contribution, we will not be able to run this trip if we do not receive enough funds. Children who wish to be collected on the Friday only need to pay £10. We would prefer this payment as a bank transfer using A/C number 18037360 sort code 30-95-58 and with your child's name and Trip as the Reference. Alternatively, you can send cash or a cheque made payable to St. Mary's C of E Academy, in a named envelope, with the reply slip below. It is not an option to stay for the evening activities and be collected later on Friday evening. There are a few spaces for parent helpers on the daytime trip. If you are interested, please speak to a member of the Year 2 team.

If you have any further questions, please do not hesitate to ask.

Yours sincerely,  
Mrs Walls and Mrs Milner, Year 2 teachers

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## **Year 2 Trip to Lackford Lakes and overnight stay at school**

Child's name: \_\_\_\_\_ Class: \_\_\_\_\_

- I have made a bank transfer payment/enclose cash/cheque for £10 (Lackford Lakes only)
- I have made a bank transfer payment/enclose cash/cheque for £16 (Lackford Lakes and overnight stay)

Signed: \_\_\_\_\_ (Parent / Carer) Print Name \_\_\_\_\_

Please complete lunch/dinner/breakfast order on reverse