

West Green Primary School

West Green Drive, Crawley, West Sussex, RH11 7EL

Tel: 01293 526679

e-mail: admin@westgreenprimary.com

Website: www.westgreenprimary.com

Acting Headteacher: Mrs S Chapman



26th March 2024

Dear Parent/Carer

Re: Reception Trip to Washbrooks Farm on Wednesday, 17th April 2024

We are delighted to inform you that we have been able to secure a school trip to Washbrooks Farm on **Wednesday, 17th April 2024**.

We will be taking the children by coach to Washbrooks Farm. **We will leave West Green Primary School promptly at 9:00a.m.**, so please make sure your child arrives at school at 8:40a.m. for when the classroom doors open.

When we arrive at Washbrooks Farm there will be a lot of activities, so please ensure that your child is wearing comfortable shoes (no wellington boots). Please be mindful that the weather may be changeable so your child should be dressed appropriately, i.e. if it is a sunny day then they will need a sun hat, and you may wish to apply sun cream before school – or – if it is going to rain that day please ensure your child has a waterproof jacket with them. After our day at the farm we will arrive back at West Green Primary School in time for the end of the school day at 3:20p.m. (traffic dependant).

The cost of this trip is £25.00 per child. We are more than happy if you wish to pay by instalments, please mention it to the school office when you make your first payment. Payments by card/cash/cheque can be made at the school office. Alternatively you can pay by bank transfer, the details of which will be provided on request.

Please note that contributions are voluntary but if contributions are insufficient the trip may have to be cancelled. In cases of genuine hardship, please contact the school office in the first instance.

Students are required to **wear school uniform, a coat and comfortable shoes**. Children will need to bring a packed lunch and water bottle, in a named backpack or bag. As your child is in Keystage 1 and is eligible for UIFSM (Universal Infant Free School Meals), a packed lunch can be provided on request. **To request a packed lunch you will need to order one via your ParentPay account. If you do not order it via ParentPay your child will not be provided with a Chartwells packed lunch.**

If your child should need to take travel sickness medication you will need to fill out a form on the day of the trip (or the day before), along with the travel sickness medication they will need to take.

We hope you will agree this is going to be a very exciting trip for the children! If you would like any more details please contact the school.

Yours sincerely

Mrs K Whitlock

Mrs C Delgado

Mrs K Whitlock & Mrs C Delgado
EYFS/Reception Teachers



Reception

Washbrooks Farm School Trip on Wednesday, 17th April 2024

I give permission for my child (insert name):.....

to attend the Reception trip to Washbrooks Farm on Wednesday, 17th April 2024.

I enclose a contribution of £_____

Signed:

Print name:

Date: