26th September 2017

Dear Parents,

**Year Two Trip to The Botanical Gardens - Wednesday 11th October 2017**

We would like to thank those of you who responded positively to the recent letter about Year Two’s trip to The Botanical Gardens. Due to the amount of families that have confirmed they are willing to pay for the trip to go ahead we have been able to book the visit on the following dates as part of their topic work.

Each time a trip is booked the cost as a whole is added together and split equally between the children in the Year group. Our teachers always endeavour to get the best prices possible and numerous quotes are obtained for transport costs ahead of booking.

In this case the breakdown is as follows:-

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
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<tbody>
<tr>
<td>Schools entrance fee £888.00 including a 1 hour educational talk</td>
<td>£888.00</td>
</tr>
<tr>
<td>Insurance (This is covered under a Local Authority Policy)</td>
<td>£0.00</td>
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<tr>
<td>Wrist band with school name and contact details @ 30p per child</td>
<td>£36.00</td>
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<tr>
<td>Transportation (in this case 2 x 74 seat buses including seats for 24 adults).</td>
<td>£550.00</td>
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<tr>
<td>Transportation minus cost of 24 adult helpers = £550 / 144 (120 children + 24 adults)</td>
<td>£458.33*</td>
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<tr>
<td>24 x £3.82 = £91.68* School budget covers cost of adult transportation.</td>
<td></td>
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</tbody>
</table>

**TOTAL £1382.33**

That £1382.33 is then divided between the 120 children in our Year Two classes and the total per child works out at **£11.52.**

We are not allowed to make ANY profit from School Trips and only have enough money in the School Budget to subsidise those families in need of financial support. The expectation is for those who cannot pay, or are unable to pay the full amount to see myself for a discussion about how we can help.

The visit will take place during normal school hours. The children should wear school uniform and sensible shoes and take a waterproof coat. Children will be provided with lunch and a drink on the day. Please provide your child with an additional drink in a bottle that can be disposed of at the end of the day. They will NOT need pocket money or sweets.
Please complete the attached consent slip and return it to school, together with the payment and your child's choice of packed lunch, by **Tuesday 3\textsuperscript{rd} October** at the very latest. However, should we not receive the payments anticipated we may have to cancel, which would be very disappointing for the children and cause the school to make a loss financially. Cheques are to be made payable to "Hall Green Infant and Nursery School".

Yours sincerely,

\[Signature\]

Mrs J Wood
Headteacher

**Please put a tick in each of the boxes below.**

- [ ] I consent for my child to accompany the Year group visit to The Botanical Gardens on Wednesday 11\textsuperscript{th} October 2017.
- [ ] I enclose £11.52 voluntary contribution.

I would like my child to have a school packed lunch (please tick which sandwich your child would like):

- [ ] Tuna sandwich
- [ ] Cheese sandwich
- [ ] Jam sandwich
- [ ] Or, I will provide a packed lunch from home

Child's name: ..............................................................  Class: ....................................

Signed ..............................................................  Date ...........................................

Anybody experiencing difficulties with the payment, please see Mrs Wood.