



7th September 2023

To the Parent/Carer of Children in Squirrel Class (Year 1)

Dear Parent/Carer

RE: Request for voluntary contributions for educational visit

At Mercer's Wood Academy, we understand that learning outside of the school environment is a valuable and effective means of enhancing the curriculum and pupils' learning, understanding and personal and social development.

In light of this, we are planning an educational trip to the Gainsborough Heritage Centre on Thursday 28th September 2023 for children in Squirrel Class (year 1).

We believe that this trip will prove to be significantly beneficial to pupils, and we hope that as parents, you will also recognise the value and importance of this visit.

Whilst we offer as much funding as is possible towards our educational visits, we, unfortunately, do not have the available financial resources to fund the full amount of this visit. In order to ensure that this opportunity is available to our pupils, we would like to ask for a voluntary contribution of £2.50 from the parents of the pupils invited on the trip, although you are welcome to give more, if you are able, or if you have more than one child invited on the trip and would like this to be reflected in your donation. Please see the table below outlining the costs requested per pupil:

| Contribution | Amount per pupil |
|--|------------------|
| School contribution (cost of transport) | £0 |
| Parental contribution requested from parents | £2.50 |

We would like to make it clear that this contribution is entirely voluntary from yourself and there is no obligation for you to submit this payment. However, as we are unable to cover the full cost, insufficient funds may result in the visit being unable to go ahead. If we have already received donations prior to the cancellation of the trip, please be assured that these will be refunded to parents in full. We would also like to inform you that, should you decide not to make a contribution, neither yourself nor your child will be treated any differently, and your child's place on the trip will not be removed as a result of no donation. All donations are greatly appreciated and will mean that, if we can cover the full cost together, we will be able to enhance your child's learning in the way in which we believe is most beneficial.



Mercer's Wood Academy

Ropery Road, Gainsborough
Lincolnshire DN21 2PD

Registered in England & Wales 8395421

T. 01427 612572

E. enquiries@talloaksacademy.co.uk

W. www.talloaksacademy.co.uk

If you would be able to provide a contribution, payments can be made via Arbor. Please note, the deadline for any voluntary contributions to be returned by is Wednesday 27th September. Consent for your child to go on this trip will also be requested as you make payment.

As with all our visits, we reserve the right to refuse any child whose behaviour constitutes a risk to the health and safety or well-being of others. Children who do not go will work in school.

Your child will need:

- Sensible shoes as there will be some walking
- A waterproof coat, whatever the weather

All children should wear their school uniform as normal. As your child is entitled to universal infant free school meals, a packed lunch will be provided by our school meal provider. Your child will, however, need to bring a water bottle with them on the day.

Children will leave school at 9.00 am / 9.15 am and will return at approximately 2.00 pm / 2.30 pm.

For more information on voluntary contributions and our policy towards allocating pupils' places on our visits, please read our Charging and Remissions Policy and our Educational Visits Policy, both of which can be accessed via our school website. Alternatively, hard copies of both policies are available upon request from our school office.

Finally, I would like to thank you for taking the time to read this letter and I hope that we are able to cover the costs of this trip in order to provide your child, as well as other pupils, with this great learning opportunity. If you have any questions or concerns, please do not hesitate to contact Miss Ryan by calling the school office on 01427 612572 or by emailing mercerooffice@talloaksacademy.co.uk

Yours sincerely



Mr K Ola
Head of School