24th September 2026

Dear Parents/Carers,

Educational Visits (Trips)

Throughout your child's time at school, they will embark on many school trips and residentials. These are planned in line with our whole school curriculum overview, and intended to enhance learning in a particular subject or theme. As well as our curriculum trips, we also run extra-curricular trips at various times, such as to sporting events. This is an important part of school life for us, as we know that it is often the trips and visits that children experience that create their most special memories of their time at school.

As you know, we always try to keep out trips at an affordable price whilst still giving children the exciting experience that trips can give to them. For day trips within normal school hours, we have a maximum price cap of £15 per pupil. Most of our trips do come in above this price cap and, therefore, we subsidise a large portion of our trips from both the school budget and school fundraising. Where trips come in under £15 per child, we will only charge you the amount it comes in at – we do not and are not allowed to make money from school trips.

Payment for curriculum day trips are 'voluntary contributions'. However, without this contribution, we would not be able to run them, so we are extremely grateful for your support with that (please see our *Charging and Remissions Policy* on our website). Please note - if you do ever find yourself in a position where you are unable to afford your child's trip money, please contact a member of staff and we will be happy to, confidentially, support you with it.

Volunteers on Trips

Wherever possible, we always try to use school staff on trips that we run. However, from time to time, it helps to have parent/carer volunteers to help us with specific activities or increase our adult to pupil ratios.

If you would like to be considered as a volunteer for your child's trips, now or in the future, please let you child's Class Teacher know as soon as possible. All of our volunteers have to be **fully DBS checked** through the school and this process can take some time. For any other questions about school volunteers and how we manage these, please see our *Volunteers Policy* on our website page.

Yours sincerely,

Mr Walker

Executive Head Teacher