



Roselands & Stafford
Federation

Stafford Junior School
Ringwood Road
Eastbourne
East Sussex
BN22 8UA
Tel: 01323 733434

E: staffordoffice@roselands-stafford.org
W: www.roselands-stafford.org



Executive Headteacher: John Maxwell

Head of School: Mike Walton

Thursday 23rd May 2019

Birlinging Gap - Wednesday 3rd July 2019 (Oak) and Friday 5th July 2019 (Acacia and Maple)

Dear Parents/Carer,

We are writing to confirm the details for our forthcoming visit to Birling Gap. The purpose of this trip is to enhance our learning about coastal erosion and how we can look after and enjoy our local environment.

Visit date	Wednesday 3rd July 2019 – Oak Friday 5th July – Acacia and Maple
Departure time	9.00am on both days
Return time	Approximately 2:30pm
Collection point	As per normal end of day
Lunch arrangements	Oak, Acacia and Maple - bring a packed lunch to eat at site (please do not send in fizzy drinks or bottles)
Clothing	Old clothing that can be damaged / made wet, waterproof coat and sensible walking shoes with a good grip (including a long sleeve top and trousers due to where the children will be walking/taking part in activities).
Additional Information	Any medication should be brought in on the day of the trip in a named envelope and handed to the child's class teacher for which a form will need to be completed. Children who suffer from asthma should keep their named inhaler on them at all times.

The amount of contribution requested for this trip is calculated as follows:

Activity cost (entrance/workshops) £0

Transport Cost (coaches) £680.00

School Gateway Admin Fee (1.27%) £8.34

Total trip cost £688.34

Stafford PTFA Contribution £425

£688.34 - £425 = £263.34. This amount is then divided by the total number of pupils in the year group (88) = £3.00

We hope that you will agree that this is really good value. This is due to a generous gift from the PTFA meaning that we can offer this trip at the subsidised cost of £3.00 per pupil. For those children entitled to free school meals, we will allocate funding from the Pupil Premium fund to cover the costs. As National Trust is a charity, on the day of the trip, we would like each child to bring in a £1.00 donation that we will give directly to the Trust at Birling Gap. **Please note that if we do not receive 85% of the total visit cost through contributions, the visit will unfortunately be cancelled.**

We would also like some parent helpers on the day – please indicate below if you are able to assist. Depending on the number of volunteers from each class, you may not be in the same group as your child.

Many thanks for your continued support,

Mrs Bradley, Miss Skuse and Miss Taylor

Please return the reply slip below to your child’s class teacher by **Thursday 6th June 2019**. In agreement with GDPR regulations, all consent forms will be kept secure in school for at least 2 years.

Mrs Bradley/Miss Skuse/Miss Taylor

Birling Gap

(Please tick/delete as appropriate):

- I understand that if this form is not completed sufficiently, it may result in my child not being able to participate in a trip / visit.
- I give consent for my child to participate in the trip / visit.
- I understand the arrangements.
- I have paid the £3.00 voluntary contribution through School Gateway
- I am able to help on the day of the trip – Wednesday/Friday (please delete as appropriate)
- I will send my child with a £1.00 donation on the day.
- My child is in receipt of Free School Meals and will require a packed lunch on the day.
- My child has asthma and needs an inhaler
- My child will take their inhaler from school / bring one from home (delete as applicable)
- **I give permission for my child to have photographs taken by Stafford staff using school equipment.**

Please write below any other details such as allergies, medication (inhalers or other) or information that the adults responsible for your child may need to know.

.....

.....

Please note – if you require us to administer any medication (including travel sickness tablets) you must complete and return a medical form. Please collect this from the office and return by

I give consent for the medical and emergency contact information provided to be used for the purpose of effective planning of school trips. In some circumstances the data will be shared with ESCC, for the purpose of approving visits and also any external providers involved in the organisation and delivery of the visit. The data will be held until your child is 25years old, in accordance with our retention schedule. For more information about your rights, please contact the school’s Data Protection Officer via the school office.

- Yes No

Please be aware if consent is not provided, it may not be possible to include your child within the visit.

Signature of Parent/Carer

Date

Please print name here

Emergency contact number.....