



15<sup>th</sup> February 2024

Dear Parent/Carer

Educational visit for Year 2  
To Colchester Zoo on Thursday 27<sup>th</sup> June 2024

An educational visit to Colchester Zoo, Essex has been arranged for the children in Year 2 on Thursday 27<sup>th</sup> June. This visit complements the theme your child will be learning about during the summer term. They will have the opportunity to see all the fantastic animals and their habitats.

The children will need to wear school uniform and suitable footwear for walking on rough ground. We hope for good weather at this time of year but as the English weather is unpredictable your child may need to have a raincoat or waterproof jacket with them just in case.

If you would like your child to receive a school packed lunch, please indicate on the school gateway app with your preferred choices, Cheese, Ham or Tuna Sandwich plus a bottle of water, cake/cookie and a piece of fruit. We will need to know no later than Monday 24<sup>th</sup> June 2024. If you do not request that you would like the school to supply a packed lunch for your child we will assume that you are sending a lunch into school with them. We are unable to make them up on the day of a trip.

The children will be transported by our usual reliable bus company with seat belts, leaving school promptly at 8:45am. **Please arrive no later than 8:30am so that your child can be registered before they leave.** They will return to school at approximately 3:30pm; they will be dismissed from their classroom doors not at the roadside. Please make sure we have your updated mobile number within school. Updates will be on class dojo.

A payment of £19.08 towards the cost of the trip would be appreciated. This amount covers the entrance cost and transport to and from the venue. Please pay via the School Gateway App or if you need a pay point voucher please request one at the office. **As there are still a number of weeks to go on this visit, you have the option to pay weekly or even monthly to help ease the cost of this visit. The minimum weekly payment you can make is £5.00 via the School Gateway App.**

The balance needs to be paid by Friday 21<sup>st</sup> June 2024. If we do not receive enough donation money it may result in the trip being cancelled, we are hoping we do not have to do this because of the disappointment this would cause to the children. Payments for all trips are non-refundable and non-transferable.

As always, we rely on your support with the cost, because without this the children could not enjoy the experience of these educational visits.

Yours faithfully,

Mrs S Otto  
Head of School

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The GLC Trust is a company limited by guarantee, registered in England & Wales (Registered Number 5853746). Registered office at The Gateway Academy, Marshfoot Road, Tilbury, Essex RM16 4LU.  
Chief Executive Officer: Viki Reid.

The GLC is committed to safeguarding and promoting the welfare of children and young people and expect all staff, volunteers and visitors to share this commitment.

