

Dear Parent/Carer,

Cedar – Year Five Class

We have booked the following visits for the children in order to enhance their learning and widen their experiences.

<i>Type of visit</i>	<i>Visit/Visitor</i>	<i>Form of Transport</i>	<i>Total Cost</i>
Curriculum Trip	Lichfield Cathedral	School Minibuses	£35.00
Non-curriculum Trip	Chester Zoo	Coach	
Non-curriculum trip	RAF Cosford	Coach	

The exact dates of these trips will be added to the school calendar and diary dates on the school website and further information about the trips will be sent out closer to the time, to parents.

Letters will also be uploaded to the class letters page of the website.

When a school trip is arranged, the school is required to make payments in advance to venues, transport providers and activity centres. Once bookings have been confirmed, the costs for each place become payable and are generally non-refundable, regardless of whether a child is subsequently able to attend.

For this reason, if a child is unable to take part in a trip after payment has been made, we are unfortunately unable to offer a refund, as the funds will already have been committed to external providers.

We appreciate that circumstances can sometimes change and thank you for your understanding. This approach enables us to continue providing valuable educational experiences for our pupils while ensuring that school finances are managed responsibly.



As these visits are non-curriculum activities, payment is required in order for your child to participate.

We have worked hard to keep the cost of these experiences as low as possible. To enable us to continue offering these opportunities at an affordable price, we kindly ask that all families make their contributions by the stated deadline. Insufficient contributions may result in an increase in costs or, in some circumstances, the cancellation of the visit.

Payment should be made via ParentPay using the payment item **"Cedar (Y5) Trips 2627"**. Consent for your child to attend must also be provided before payment is made. Full payment must be received by **Friday 18th December 2026**.

If you are experiencing any difficulties with payment, please contact Mrs Smith to arrange a confidential discussion. She will be happy to offer support and discuss the options available to you.

Please also note that the school reserves the right to withdraw a pupil from a forthcoming trip if, in the school's judgement, their behaviour at school is not of a sufficiently high standard and may compromise the safety, wellbeing or enjoyment of other pupils attending the visit.

Thank you for your continued support.

Mr Haywood
Cedar (Year Five) Class Teacher



