

Dear Parent/Carer,

Focus Provision – Sunshine Hub

We have booked the following visits for the children to help widen their experiences.

<i>Visit/Visitor</i>	<i>Form of Transport</i>	<i>Date</i>	<i>Total Cost</i>
Minibus Outings	School minibus	Weekly	£25.00
'Animal Man' experience	None needed – In school event	Thursday 22 nd April	
Sycamore Adventure Centre, Dudley	School Minibus	Tuesday 15 th June OR Tuesday 22 nd June	

Minibus Outings

In the Sunshine Hub, we believe that developing the children's communication, life skills and social skills is very important and ensure dedicated time is spent towards helping the children make progress in these areas.

As part of this, we take the children out in the school minibus. This can include a wide range of purposes, including visiting areas of local interest such as parks, shops, soft play; looking around the local area; learning about routes and directions; looking for road signs, Christmas decorations, signs of Autumn/Spring etc. These community trips can help develop a range of skills as well as ensuring your child plays an active part of their community and we find children really enjoy being on the minibus and going out and about.

Due to spaces on the minibus, we won't be able to take every child every week but will take small groups of children in rotation.



Animal Man Experience

We have arranged for the 'Animal Man' to come in to school with a selection of creatures, which may include the following:

Tarantula/Mini Beasts, Snakes, Lizards, Mammals, Kinkajous (Honey Bear), Tenrecs, Skunks, and Owls/Kookaburras. During the session the children may be able to touch or handle some of the animals and therefore we require permission from parents, which will be obtained closer the time of the experience.

Sycamore Adventure Centre, Dudley

Sycamore Centre has a range of facilities which we are sure the children in Sunshine Hub would enjoy, including: an outdoor and indoor adventure playground offering a wide range of play structures; a sensory room; soft play; sand area and water play.

Due to staffing ratios and minibus numbers, we would require parents, where possible, to transport and accompany their child on the trip to comply with our risk assessment of this visit.

Further information will be sent out closer to this date.

Payment Information

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 "Sunshine Hub 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.

Many thanks

Mrs Tighe & Mrs Edwards
Sunshine Class Teacher and Focus Provision Lead

