



# West End Academy

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Headteacher: Chris Johnson

Monday 16<sup>th</sup> October 2017

Dear Parent/Carer,

As part of a valuable enhancement to our topic on The Egyptians, we have organised to take the children in Year 4 to visit Leeds Discovery Centre on **Thursday 9<sup>th</sup> November 2017**.

The visit will be for the whole day so your child will need to bring a packed lunch (no glass bottles, fizzy drinks or sweets). If your child is eligible for free school meals and you would like to order them a free school packed lunch, please tick the relevant box on the reply slip.

Children may bring a maximum of £5.00 to spend in the gift shop. This should be brought in a named envelope or purse and handed in to your child's class teacher on the morning of the visit.

**Your child must wear their school uniform.**

The cost of the visit is **£13.50**. This covers coach travel, cost of the workshop and entrance fee.

If you would like your child to attend the trip, please sign the reply slip at the bottom of this letter and return to school **on or before Monday 6<sup>th</sup> November 2017**.

Unfortunately, if we do not receive the signed permission slip your child will be unable to attend.

Yours sincerely,

*Mr S Jackson*  
Year 4 Class Teacher



**Reply Slip – Leeds Discovery Centre**

I give my child permission to attend the class trip on **Thursday 9<sup>th</sup> November 2017**.

I enclose full payment of **£13.50** for the visit

I wish to pay in instalments and enclose £..... deposit

I would like to order my child a free school packed lunch

Signed: ..... Parent/Carer

Name of Child: .....

Date: .....

