

# CLENCHWARTON PRIMARY SCHOOL

Main Road, Clenchwarton,  
King's Lynn, Norfolk, PE34 4DT  
Executive Headteacher: Ms J. Borley

Part of  West Norfolk  
Academies Trust



Telephone 01553 775035  
Fax: 01553 773186  
office@clenchwartonprimary.co.uk  
[www.clenchwartonprimary.co.uk](http://www.clenchwartonprimary.co.uk)



25<sup>th</sup> May 2023

## Year R Faraway Forest School, Clenchwarton – Friday 30<sup>th</sup> June 2023

Dear Parent/Carers,

Reception children will be visiting 'Faraway Forest School' in Clenchwarton for a morning of outdoor learning fun. We will be exploring and experimenting with the range of fun activities available and then enjoying a special treat of hot chocolate and s'mores by the fire.

The plan is to set off from school just after 9am. Once we arrive we will have a drink and a quick rest before entering the forest school. We will then have from 9:30am until 11:30am there. We will then set off to walk back to school so we can be in the dinner hall at our usual time.

On the day children will need to wear their school uniform and please apply liberal amounts of sun cream as we will be outside for the whole morning. We will be travelling on foot, so if children would prefer to wear trainers, this is fine. Make sure your child has a sun hat and water bottle with them on the day. It would also be advisable to have a light rain coat in case we do not get the summer weather we hope for!

As we will be back at school for lunch, school lunches can be booked as normal or packed lunches from home can be left at school for our return.

There are no toilets on site at the forest school, however there is an area designated for 'wild wees', so children will be able to go if they need to. If you have any questions about this, please do speak to me.

The cost of the trip is **£7.15** per pupil. If you would like for your child to take part in this trip, please give your consent and pay the first instalment on ParentPay no later than **19<sup>th</sup> June 2023**. A medical consent form will need to be completed on your child's ParentPay account along with payment of your initial deposit. Your child's place will not be secured until you have completed the consent and paid the first instalment on ParentPay.

**If assistance is required with the cost of this visit, please contact the school to obtain an application form for the school's Learner support fund. If insufficient contributions are raised to fund this trip, the school reserves the right to cancel this excursion.**

Further remittance advice is available within the schools charging and remittance policy available on the school website and parents are encouraged to refer to this.

By providing your permission you will be accepting that you understand the following:

- I fully understand and accept that, while the supervisory adults in charge of the group will take all responsible care of my child, neither they, nor West Norfolk Academies Trust, can necessarily be held liable in respect of loss or damage to property or injury suffered by my child arising out of the educational visit/journey, unless such loss, damage or injury results from the negligence of West Norfolk Academies Trust, its employees or official volunteers.



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- I agree to my child receiving medication as instructed and any emergency dental, medical or surgical treatment, including anaesthetic or blood transfusion, as considered necessary by medical authorities present. Please provide any details of any medication that your child will need to have on the day on the reverse of this form.
  
- I also confirm I am happy for my child to be transported by coach to and from this event. I am happy for my child to share transport with West Lynn & Walpole Cross Keys Primary schools (if applicable). I understand the extent and limitations of the insurance cover provided.

Should you have any questions or concerns, please do not hesitate to contact me.

Yours sincerely,

**Mrs J Williams**  
**Reception Class Teacher**

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## Payment Plan

We appreciate that there is a significant cost to this trip, in an attempt to make this as accessible as possible, we have arranged for the following instalment plan to be available:

Date due	Amount	Balance due
19/06/2023	£5.00	£2.15
26/06/2023	£2.15	£0.00

If you would like to take the opportunity to pay by instalments, please ensure that your instalment has been paid by the due date, a missed payment could lead to the trip being withdrawn.

While every effort has been made to ensure that the cost of this trip is accurately reflected in the price quoted, the school does reserve the right to amend costs or withdraw the trip should there be insufficient uptake in student numbers, or insufficient voluntary contributions received. On the rare occasion that prices do need to change this will be communicated to you BEFORE your deposit/first instalment is committed and becomes non-refundable.

In the event your child is unable to attend or you subsequently fail to make any payments, any instalments paid to date will be non-refundable\* (unless a suitable replacement can be found to take your child's place).

\*Except in the event of a medical condition preventing participation. In these circumstances a claim should be made to the schools travel insurer, please contact the school directly and they will assist with your claim (please note confirmation from your doctor will be required).

**If you wish to pay in instalments please return this slip to the school office by Monday 19<sup>th</sup> June 2023.**

**Enter Trip Name:** Faraway Forest School

**Enter Trip Date:** 30<sup>th</sup> June 2023

**Student Name:**..... **Year** ...R.....

I will arrange for payment of **£7.15** to be paid via ParentPay in accordance with the above instalment plan.

I understand that should my child be unable to attend this trip the deposit will be non-refundable. Where contributions for a trip are via an agreed instalment plan, I acknowledge that I will only be refunded if a suitable replacement can be found to take my child's place.



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