

Briscoe Primary School & Nursery  
Felmores End  
Pitsea  
Basildon  
Essex  
SS13 1PN



Heads of School  
*Mrs T Chudleigh & Mrs N Coggin*  
Executive Headteacher  
*Mrs Debbie Rogan OBE*

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Telephone: 01268 727751

27<sup>th</sup> March 2018

Dear Parents/Carers

### Years 1 and 2 Trip to Mountfitchet Castle, Stansted - Wednesday 6<sup>th</sup> June 2018

We would like to take the children on the above outing. In order to cover the cost of the trip we need to ask you for a voluntary contribution of £12.00 per pupil. As this is an expensive outing the school will subsidise the remaining cost. Payments can be made in weekly instalments. If you have more than one child, the second child will go for half price. **All money sent into school MUST be in an envelope, clearly marked with child's name, class and what the money is for.**

In accordance with the school's Transport Policy, the children will have their own seats, with seatbelts, on the coach. **We will be leaving Briscoe promptly at 8.15 am** and will leave Mountfitchet Castle at 2.00 pm for our journey home. Traffic permitting, we expect to arrive back at Briscoe at around 3.30 pm. You will be kept informed by text message if there are any delays.

There will be quite a lot of walking, so please ensure that your child is wearing sensible shoes and is provided with a jacket in case of rain. As the children are all entitled to Universal Free Meals, the school will provide packed lunches for the pupils.

**PLEASE DO NOT GIVE YOUR CHILD ANY SPENDING MONEY.**

I would be grateful if you could complete the attached slip and return it as soon as possible.

Yours sincerely

Mrs T Chudleigh & Mrs N Coggin  
Heads of School

