



Laura Pearce
Headteacher

Wednesday 1st November 2023,

Dear Parents,

Re: Portobello – Tower of London Trip – Wednesday 22nd November

We are planning to take our class on a trip to the Tower of London. This will be an exciting learning opportunity linked to our HLQ topic for this half-term. We will be leaving school at around 9am after registration, travelling by train and underground and returning to school before the end of the school day.

Your child will need a packed lunch, however as all children are entitled to Universal Free School meals the school can provide a packed lunch made by the Pantry. If you would like to order a packed lunch for your child for the day, please complete the Google form by **Monday 13th November 2023**. The same rules apply to packed lunches on trips that apply every day at school – **no fizzy drinks, nuts, energy drinks or glass bottles**. Lunch should be brought in a plastic carrier bag so it can be thrown away.

On the day of the trip, please ensure your child is in school uniform with comfortable shoes and a coat.

The cost of the trip will be £4.10 per child. No additional spending money is required. Please pay your contribution using Arbor by **Thursday 16th November**.

In accordance with the 1996 Education Act, we have to ask for ‘voluntary contribution’ towards the cost of the trip. In the unlikely event that costs cannot be covered by contributions, the trip will be cancelled.

Yours sincerely,

Daniel Alldis

Portobello class teacher

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