

# Northwick Park Primary and Nursery Academy

Company No. 9154404

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**Headteacher: Emma Lane**

January 2019

Dear Parents,

## Reception Trip to Colchester Zoo

As part of their topic on animals we would like to take all of the reception children to visit Colchester Zoo on **Wednesday 15<sup>th</sup> May 2019**. This trip will include the fantastic opportunity to visit the animals that we adopted in the Autumn. **The cost of the trip will be £17.00** which can be paid in cash (in a named envelope) in the office or via Scopay. If your child is eligible for Free School meals and you have taken proof of this to the office, there is no charge for the trip. Please see back of letter for eligibility. The children will need to be in school by 8.50 am. and will return between 4.00 pm. and 4.30 pm. The children will have to take a **packed lunch in a named carrier bag** as this can be disposed of once they have eaten and an extra drink with them on the day.

We will be operating an adult/child ratio of 1:4 and will also be only taking staff and those adults who work regularly with the children.

I'm sure you will agree that this is a fantastic opportunity for the children.

If you would like your child to participate in the trip, please complete the slip below. All the money must be paid by **Friday 29<sup>th</sup> March** so that we can confirm numbers with the Zoo and the coach company.

Yours sincerely,

Mrs E. Lane  
Headteacher

## Colchester Zoo

## Please complete and return to the Office

I give permission for my child ..... in class .....  
to attend the Colchester Zoo trip and travel by coach.

I will be paying £17.00 by Scopay.

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I enclose in full £17.00 in a named envelope.

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I will pay before 29<sup>th</sup> March.

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My child is entitled to receive Free School Meals and is registered at the office.

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Signed: ..... Parent/Guardian

Dated: .....

Your child might be eligible for free school meals if you get any of the following:

- Income Support
- income-based Jobseeker's Allowance
- income-related Employment and Support Allowance
- support under Part VI of the Immigration and Asylum Act 1999
- the guaranteed element of Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit - if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get)

If your child is eligible for free school meals, they'll remain eligible until they finish the phase of schooling (primary or secondary) they're in on 31 March 2022.

Children in Reception, Year 1 and Year 2 who are eligible and registered to receive free school meals will all be allocated £100 credit with Busy Bears. This can be used for payment to attend breakfast, after school or holiday club. They are also entitled to free school trips.

Please ask at the School Office if you are unsure if your child is entitled to receive their £100 credit at Busy Bears and free school trips.