

Monday 16<sup>th</sup> October 2023

**RE: Request for voluntary contributions for educational visit**

Dear Parent / Carers,

At our school, we understand that learning outside of the school environment is a valuable and effective means of enhancing the curriculum and pupils' learning, understanding and personal and social development.

In light of this, we are planning an educational trip to the **National Holocaust Centre** on **Thursday 16<sup>th</sup> November** for **Year 6**. We believe that this trip will prove to be significantly beneficial to pupils, and we hope that as parents, you will also recognise the value and importance of this visit.

Whilst we offer funding towards our educational visits, we unfortunately do not have the financial resources to fund the full amount of this visit. In order to ensure to provide this opportunity to our pupils, we ask for a voluntary contribution of £9.00 from the parents or carers of each pupil invited on the trip, although you are welcome to give more, if you are able. Please see the table below outlining the costs requested per pupil:

Contribution	Amount per pupil
School contribution (transport, instruction, teaching & activities)	£350
Parental contribution requested from parents (entrance fees)	£9

This contribution is voluntary from yourself and there is no obligation for you to submit this payment. However, as we are unable to cover the full cost, insufficient funds may result in the visit being cancelled. If we have already received donations prior to the cancellation of the trip, please be assured that these will be refunded in full. Should you decide not to make a contribution, neither yourself nor your child will be treated any differently and your child's place on the trip will not be revoked as a result. All donations are greatly appreciated and will mean that, if we can cover the full cost, we will be able to enhance your child's learning.

Sign-up for this trip is available on Arbor from 3pm today. If you would be able to provide a contribution, please make your donation via Arbor.

For more information on voluntary contributions and our policy towards allocating pupils' places on our visits, please read our Charging and Remissions Policy and our Educational Visits Policy, which can both be accessed via our school website. Alternatively, hard copies of both policies are available in our school office.

Finally, I would like to thank you for taking the time to read this letter and I hope that we are able to go ahead with this great learning opportunity. If you have any questions or concerns, please get in touch with us on 01427 613097 or by email at [whiteswoodoffice@talloaksacademy.co.uk](mailto:whiteswoodoffice@talloaksacademy.co.uk).

Kind regards,



Mr C Fitzpatrick  
Headteacher