



# Monkhouse Primary School

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16 July 2018

Dear Parents,

As part of this term's topic in Year 2 called 'Towers, Tunnels and Turrets', we will be taking all of the Year 2 children on a visit to Lincoln Castle.

**We have booked the visit for Friday 7<sup>th</sup> September. The coach will leave school at 8.15am and return to school at 4pm.** The day will be very exciting with a castle tour, knight training/ replica armour and a banquet and shield-making activity

All children will need a packed lunch and drink and will need to wear school uniform for this trip. **If your child usually has a school dinner, please do not book a school dinner for this day.**

We sent out a letter 2 weeks ago to inform you that we would need to ask you for a voluntary contribution of £17 to cover the cost of the activities at the castle and to pay for the coach. This has been recalculated at £15. As we have had to book the trip for the first week of term, we need to ask you for the payment a little earlier than first anticipated. We would be really grateful if you could pay before the end of term, by Friday 20<sup>th</sup> July. We understand that this may be difficult for some parents but we will need the payment by Wednesday 5<sup>th</sup> September at the latest.

We would prefer your payment to be made direct to our school bank and this can be paid in at any time during this week or during the school holidays:

**Sort Code:** 40-43-01

**Account number:** 71220586

**Account Name:** Monkhouse Primary School School Fund

**Bank:** HSBC, 8 Market Place, Spalding, Lincs. PE11 1SN

**When making the payment please make sure that your child's name is used as the reference. If this is not done, we will not be able to credit your child with the payment.**

If this is not possible, then please send your money, in a named envelope, into school.

Once you have made the payment, direct to the bank, please send the reply slip to school (so we can match up the payment) or send an e-mail to let the school know that you have made a payment, the value and what it is for.

Yours sincerely,

The Year 2 team



**Year 2 Trip to Lincoln Castle – Friday 7<sup>th</sup> September**

I give my permission for my child to visit Lincoln Castle on Friday 7<sup>th</sup> September.

Name of child:..... Class Teacher.....

I have paid £15 into the school bank account

I have enclosed £15 for the trip

Signed..... (Parent / Carer)

