



**CONCORDIA**  
ACADEMY

Union Road, Romford, RM7 0HG  
School contact number: 01708 932710  
School email: [info@concordiaacademy.co.uk](mailto:info@concordiaacademy.co.uk)

Friday, 01 March 2019

Dear Parents/Carers,

Throughout the Spring term Year 1 have been learning about cities and towns, with a specific focus on London. As part of this learning we will be visiting the Royal Mews on **Thursday 14<sup>th</sup> March 2019**.

On this day, the Y1 children will come to school as usual at 8.45am. At 9am we will walk to the Oldchurch Rise bus stop and take the bus to Dagenham Heathway Station, from this point we will take the District line to Victoria Station and then take a short walk to the Royal Mews. We will return to school by 3pm and home time arrangements will be the same as usual on the day.

Whilst at the Royal Mews the children will take part in a 'Moving Into Words' workshop. This is a lively, interactive 90-minute session focusing on vocabulary enrichment, with particular attention to modes of transport, past and present. The children will work with a published author to explore the Royal Mews and inspire their writing.

The school will be subsidising the trip but we are asking for a contribution of £3 per child, which will go towards covering the cost. Please give this money to a staff member in a named envelope by Friday 8<sup>th</sup> March 2019.

All children will be required to wear school uniform and bring a healthy packed lunch. If you would like your child to receive a free school packed lunch, please complete and return the form attached by Friday 8<sup>th</sup> March.

We will require one parent volunteer to accompany us on the trip. If you would like to join us, please tell a member of staff ASAP. Should we have more than the required number of volunteers, we will draw the names from a hat and inform you of whether you have been selected by Friday 8<sup>th</sup> March.

If you have any questions, please do not hesitate to speak to a member of staff.

Yours sincerely,  
Kate Hollows  
Year 1 Class Teacher

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I would like the school to provide a free packed lunch for my child.

Child's name: \_\_\_\_\_

on Thursday 14<sup>th</sup> March containing the following sandwich:

Ham

Tuna

Cheese

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

School contact number: 01708 932 710

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