



CONCORDIA ACADEMY

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

Thursday, 10 October 2019

Dear Parents/Carers,

As we are learning about Space next half term, we have organised a school trip to the Discover Story Centre in Stratford on **Wednesday 30th October 2019**.

On this day, the Reception children should arrive at school at a slightly earlier time of 8.30am. The coach will be leaving at 8.45am sharp and we will be unable to wait for any children who are late.

Whilst at the story centre, the children will take part in a number of engaging, space-related activities that will aid the development of their communication, creativity and literacy skills.

We will leave Discover at 1.30pm and return to school for the afternoon in time for usual dismissal at 3.15pm.

The school will be subsidising the trip but we are asking for a contribution of **£8.00** per child which will go some way towards covering the cost of transport and the story session. Please give this money to a member of staff in a named envelope by **Friday 18th October**.

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.

We have the capacity to bring two parent volunteers (per class) with us on the trip at no extra cost. If you would like to accompany us, please tell a member of staff. Should we have more than two volunteers, we will draw the names from a hat and inform you of whether you have been selected by Friday 18th October.

If you have any questions or concerns about this trip, please do not hesitate to speak to a member of staff.

Yours sincerely,

Mrs S Lloyd
Early Years Foundation Stage Lead

School Trip Lunches

I would like the school to provide a free packed lunch for my child, _____
on Wednesday 30th October. Containing the following sandwich:

☐

Ham

☐

Tuna

☐

Cheese

Signed: _____ Date: _____



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