



Samuel Allsopp

Primary & Nursery School

Head Teacher: Mr Lee Smith

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Wednesday 15th October 2025

Hawkins class visit to Sudbury Hall

Dear Parents/Carers,

We have arranged to take Hawkins class on an educational visit to Sudbury Hall on **Monday 15th December**. Educational school trips are an important part of school life, and will help the children better engage with their learning from this term on the history of toys through the years and their work in science on the materials used in toys, old and new. For your child to take part in this opportunity, we must have your parental permission and on this occasion, we do need to ask for contributions towards the costs.

Children must be in full school uniform and have with them a warm waterproof coat and sensible shoes. All children need to bring in a healthy packed lunch (no chocolate, sweets, fizzy drinks or warm food please). If your child is entitled to free school meals and you would like the school to provide their packed lunch, please ensure you have notified us on ParentPay.

On the day of the trip please ensure your child is in school on time, as the coach will leave promptly after the registers have been taken. The coach will return before the end of the school day, children are to be collected from Lower site as normal, at 3:00pm.

Whilst we try to make the cost of the school trips as affordable as possible, we feel it is important to provide meaningful and relevant experiences for our children, which does come at some cost. A large portion of this cost is the high transportation cost. We are mindful of the ever-growing costs for parents, therefore have implemented the following payment schedule, which can be viewed on Parentpay. Please be aware that if we are unable to raise sufficient funds, regrettably we will have to cancel the trip.

Due Date	Amount due
Friday 24 th October	£13.00
Friday 14 th November	£13.00
Total Contribution per child	£26.00

Please ensure you have submitted your parental consent via: [ParentPay - Leading Cashless Payment System for Schools](#) no later than **Friday 24th October 2025**.

The School Office Team are available from 8.30am in school should you require any assistance, or alternatively you can contact us on 01283 247420, option 3, or via DOJO.

Yours faithfully

Mr L Smith
Headteacher