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**Aim High....Fly High**

14th February 2025

Dear Parents and Carers

Robins and Starlings are going on a school trip to Mountfitchet to support our learning about castles. The trip will take place on Monday 24th March 2025.

We are asking for a contribution of £15 per child, which can be paid via Parentpay. We require payment by Friday 28th February. If you have any concerns about paying this contribution, please come and talk to us in confidence as we are keen that all the children take part in this exciting trip.

Our Charging and Remissions Policy (available on the school website) states the following: ‘When additional costs are incurred by Duxford C of E Community Primary School to enhance the curriculum opportunities for the pupils, parents may be requested to make voluntary contributions. However, no pupil will be left out of an activity because his or her parents cannot or will not make a contribution of any kind. If a particular activity cannot take place without some help from parents, this will be explained to them at the planning stage. Where there are not enough voluntary contributions to make the activity possible and there is no way to make up the shortfall, the activity will be cancelled. Additional voluntary contributions by parents towards these activities are warmly welcomed.’ We have a ‘help a friend’ link on parent pay if you are able to contribute more than £15 and support other students.

The children will need a packed lunch and drink, no glass bottles please. Children should bring their lunch and a named water bottle in a bag which they can carry themselves. They should also bring a named coat.

If you have any questions, please contact the school office.

Kind regards

Jessica Shevki

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**Committed to safeguarding and promoting the welfare of children**