



LARKRISE PRIMARY SCHOOL
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Headteacher: Ms Katie Allen
Learning Together - Achieving Excellence



16th September 2025

Dear Parents

Year 6 Visit to Chelmsford Museum

We have arranged for Year 6 to visit Chelmsford Museum on Tuesday 23rd September.

Children should attend school as normal and we will walk to the museum together. Children will need to be picked up at 2.30pm from the museum. This is so that it does not clash with other children being picked up at school. Feel free to car share with other parents, but please let me know who will be picking up your child from the museum.

Please send a packed lunch in a carrier bag, which can be disposed of easily. Please do not send lunch in a plastic sandwich box as these are heavy and cumbersome to carry around. Drinks should be in a plastic bottle or cardboard carton. Please do not include fizzy drinks or chocolate as we are a healthy school. If your child is entitled to free school meals and you wish school to provide a packed lunch, please indicate this on the attached form.

The children are expected to wear school uniform. Please make sure your child is dressed appropriately (a waterproof coat will be needed).

A voluntary contribution of £5.47 per child will be required to cover the cost of the trip. This includes the cost of the workshop we will be having once we are there. Unfortunately, as you know, we have no funds for school trips apart from parental contributions. Please pay using the online system, Arbor, in advance of the trip.

Please complete the attached reply slip and return to the office by Friday 19th September at the latest. If you have any queries about the visit, please do not hesitate to speak to the class teacher.

Yours sincerely

Mrs D Collins-Duncan
Year 6 Teacher

LARKRISE PRIMARY SCHOOL

Please return to the Office by Friday 19th September

Year 6 visit to Chelmsford Museum – Tuesday 23rd September

I give permission for my child to participate in the above trip

I have paid a voluntary contribution of £5.47 via Arbor

I will collect my child at 2:30pm from Chelmsford Museum

I give permission for (.....'s parent) to collect my child at 2:30pm.

I will provide a packed lunch for my child on this day.

Please indicate any medical or dietary issues we need to be aware of

.....
.....
.....

Emergency Contact details for date of trip

Name.....

Telephone number.....

Child's Name.....

Class :

Free School Meals

I understand that, as a recipient of free school meals, my child will be provided with a packed lunch on the day but that I am required to provide a drink.

Although my child normally receives free school meals I would prefer to send a packed lunch from home on this occasion.

Please tick the box of your choice.

Child's Name.....

Class

Signed..... Parent/Guardian