

Monday, 22nd April 2024

Dear Parent / Carer,

Visit To The British Science Museum, London
on Thursday 16th May

I would like to inform you that Year 4 will visit The British Science Museum which will be taking place on Thursday, 16th May 2024. *This is a great opportunity for your child to gain and consolidate their knowledge on our current unit in Science - Animals Including Humans. We will be participating in an activity on the human digestive system.*

We will be departing school at 9:10am, so the children are expected to be in school at the usual time of 8:30am. We will travel by tube from Preston Road Station to South Kensington. We will depart The British Science Museum at 1:20pm, and will be expected back at Preston Manor School at 2:20pm.

To cover the cost of the workshop at the museum, we are asking for a contribution of £5.00. The workshop will consolidate the learning the children have completed in school. Unfortunately, if we do not receive the contributions, the visit will be cancelled.

Please pay for the £5.00 for the visit on ParentPay.

- Children will be expected to wear full school uniform, apart from their school shoes. They should wear comfortable footwear for walking and check the weather forecast on the day so they are suitably dressed (sunscreen/waterproofs).
- Children will be able to bring their own packed lunch or request a packed lunch from school. Please tick below on the reply slip.
- If you would like to support the class on the visit, please complete the slip below. [It will be on a first come, first served basis.]

Yours sincerely,

Ms Landry and Ms Cater

Visit To The British Science Museum, London
on Thursday 16th May

I would like my child to go on the visit to The Science Museum. ☐

I will pay £5.00 for the visit on ParentPay. ☐

I would like my child to have a school packed lunch. ☐

I would like to help on the visit to The Science Museum. ☐

Name of Child _____ Signed _____

[Please return to Ms Landry or Ms Cater.]

Helping on Educational Visits

We really appreciate the help of parents on visits and outings. Without your help, school trips would not be possible.

Unfortunately adult places on trips are limited, and we usually have many more parents volunteering to help than we have places. We try to choose helpers as fairly as possible by pulling names from a hat, but we also apply other criteria:

- safety of children: the teacher must be confident in the adult's ability to keep the children in their group safe
- previous experience: we will try to give any parents who have not helped on trips before an opportunity to do so
- children's needs: it may be that the teacher feels that the children would benefit from a certain parent coming (e.g. A parent who has specialist knowledge of the place visited, or a parent helper who knows the class well)

The final decision rests with the class teacher, who will use their discretion in applying the above criteria.

Volunteering as a parent helper on a trip entails considerable responsibility. Please do not volunteer as a parent helper unless you feel that you are able to:

- **supervise a group of up to 8 children by yourself for the whole day**
- **ensure that your children walk around without making too much noise, keeping them together as one group and keeping to the timetable given for the day**
- **follow teachers' instructions at all times**
- **follow trip rules, e.g. regarding spending money, eating and drinking (this includes not spending money on children in your group)**
- **Please do not take photographs of any children (in accordance with the GDPR statutory regulations.)**
- **refrain from using a mobile phone for the whole day, except in an emergency**
- **refrain from smoking/vaping for the whole day**

Finally:

- please do not offer your help on a trip unless you are sure you will be able to come
- if you have been accepted as a helper please do not pull out unless completely unavoidable
- if you do have to pull out, let your class teacher know immediately so that a replacement can be found

Thank you