

Name .....

16<sup>th</sup> October 2018

Dear Family

### **Year 5 visit to Harry Potter**

This year in Year 5 the children are reading the Harry Potter books. With this in mind, we have arranged a visit to the Harry Potter Studios in Leavesden, Hertfordshire. This has been arranged for Thursday 21<sup>st</sup> March 2019. Whilst this might seem a long way off, we have to pay the ticket fee of £2662.50 by the end of November.

The entrance cost is £17.75 per pupil, with an additional £6.25 required for coach fare, making a total cost for this trip of £24.

Therefore we are asking parents to please pay the cost of this trip in two instalments as follows:-

**£15 deposit to be paid by Friday 23<sup>rd</sup> November 2018**

**£9 balance to be paid by Friday 1<sup>st</sup> March 2019**

Parents who would like to pay in full may do by 23<sup>rd</sup> November. Cheques should be made payable to William Austin Junior School. This trip will not go ahead unless sufficient contributions are received. Please note that pupil premium applies for this trip.

We will leave school at 9am and return approximately 3.45pm but we will write to you with further details nearer the time. A packed lunch will be required.

Yours sincerely



Mrs J Adams  
Headteacher

**PLEASE COMPLETE AND RETURN THE REPLY SLIP OVERLEAF**

**STATEMENT TO PARENTS/GUARDIANS ON INSURANCE COVER**

- 1 Where a pupil is injured or their personal property damaged by an accident caused by the Local Authority, its employees or any voluntary helper, a legal claim for damages can be made against the Local Authority. The Local Authority has insurance cover to meet such proven claims.
- 2 If the accident was not caused by the Local Authority, its employees or voluntary helpers, then you cannot be compensated by the Local Authority. You may however be able to make a claim on a third party such as a motorist if involved in the accident.
- 3 If your child is going on a school trip or outing, then the above advice is the same, but this school has also arranged additional insurance to cover for accidents, loss of possessions and medical expenses. Full details are available from the school office.



**Parental Consent Form**

I am willing for my child ..... in class ..... to take part in the Year 5 visit to Harry Potter and enclose £24 to cover the costs.

I would like to pay in instalments so enclose a £15 deposit due by 23<sup>rd</sup> November 2018  with the balance of £9 to follow by 1<sup>st</sup> March 2019.

I am entitled to free school meals and therefore no payment is required.

My child will be collected

My child may walk home

I understand that, while the school staff in charge of the party will take all reasonable care of the children, neither they nor the Authority can necessarily be held liable in respect of loss, damage or injury suffered by my child arising during or out of the school visit.

I consent to any EMERGENCY treatment necessary during the course of the visit.

I have been informed of the Insurance provided. (Please read the Statement on Insurance Cover above.)

Signed ..... Parent/Guardian Date .....

Emergency Contact Number.....