

2 April 2019

Dear Parents & Carers

**Arc Centre, Greenvale Primary - Trip for Nursery Class - Thursday 23<sup>rd</sup> May 2019**

We are pleased to tell you that we are taking the Nursery pupils to the Arc Centre at Greenvale Primary School in Selsdon. We will see various animals including meerkats and the children can go in the enclosures of the rabbits, goats and chickens. Also, the children will have the opportunity to touch insects and reptiles whilst the keepers hold the animals.

The trip is during the afternoon nursery session and we will travel in our school mini bus. Please arrive at school promptly so we can have the maximum time at the Arc Centre.

Pupils must wear their school uniform, with comfortable black walking shoes and have a waterproof jacket.

The contribution we are asking for this trip is £4.00 per child, which is due as soon as possible please. Payment needs to be made via your ParentPay account. Please credit the £4.00 to the 'Arc Centre' section of your child's account. If you foresee a problem with payment, please speak to the Office staff. According to our governing body, we need to receive at least 90% of contributions, for the trip to go ahead.

If you need any help in accessing or activating your child's ParentPay account, please speak to the office, who will be happy to help you.

Please email your reply to [admin@forestacademy.org.uk](mailto:admin@forestacademy.org.uk) as soon as possible. Please note; we have been experiencing problems in receiving email replies so make sure the 'To' box says [admin@forestacademy.org.uk](mailto:admin@forestacademy.org.uk).

Thank you.

Yours sincerely

Mrs. Austin & The Nursery Team

Pupil Name:

Class:

I give permission for my child to go on the above trip and will credit ParentPay with £4.00.

Parent/Carer: