

# Norwich Road Academy

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Principal: Mrs Julia Miles, BA Hons (QTS) NPQH



13<sup>th</sup> September 2023

Dear Parents and Carers,

## Yr 4/5 Trip to Colchester Castle on 20<sup>th</sup> October 2023

As part of this term's learning about Romans, we have planned an educational visit to Colchester Castle. Colchester was the capital of England during the Roman occupation, and the castle is full of amazing artefacts and experiences. Further information about the castle can be found here: [Visit Colchester Castle | Colchester Museums \(cimuseums.org.uk\)](http://Visit Colchester Castle | Colchester Museums (cimuseums.org.uk)). The planned activities include a tour of the museum and castle, handling Roman artefacts and a story. The children will also have the opportunity to visit the museum gift shop. If you would like your child to bring a maximum of £5. Please ensure that they bring their money in a named wallet/ purse or envelope.

The coach will leave Norwich Road Academy at 8:30am prompt and we hope to return by 3:15pm. **Please ensure that your child arrives at school at 8:15am**, this will allow us to take the register ensure that everyone has what they need for the day before we leave.

Unfortunately, late arrivals will not be able to attend the trip and we are unable to offer a refund for this.

**The cost of the trip is £16.00.** This includes coach travel to and from the castle, as well as all the included activities. This offers excellent value for the experience offered. This opportunity will support your child's history learning and their understanding of the period. However, if we do not receive the required contributions to cover costs the trip may be cancelled. Any contributions made at this point will be refunded to you.

We have high expectations of pupil behaviour at all times and particularly on all of our school trips, as it can affect children's safety, enjoyment and how our school is recognised in the community. If we have a concern regarding your child's behaviour prior to the trip, we will discuss this with you. Should concerns continue, we reserve the right to withdraw your child's place, at any stage prior to departure.

**Please complete and return the slip attached and make your payment of £16.00 via the Scopay app by 13<sup>th</sup> October 2023.** We do offer an instalments option to assist. Once the trip is confirmed, should your child be unable to attend we are unable to offer a refund.

If you require any further information, please do not hesitate to get in touch.

Yours sincerely

**Mr Alastair Ingham, Mrs Kim Blackwell, Mrs Ange Huntley**  
Year 4 and 5 Class Teachers



*'Building our love of learning together'*

*Please return to your child's class teacher by Friday 13<sup>th</sup> October 2023*

I give permission for my child \_\_\_\_\_ of  
\_\_\_\_\_ class to attend Colchester Castle on Friday 20<sup>th</sup> October 2023

The payment of £16.00 has been made using the SCOPAY payment system on (date):

\_\_\_\_\_

I understand that if there are not enough contributions received, the visit may be cancelled. Refunds are only available if the event is cancelled.

Signed: \_\_\_\_\_

Name of Parent: \_\_\_\_\_

Contact Telephone number \_\_\_\_\_