Rotherfield Primary School

Respect, persevere, succeed

Miss K Bishop BEd
Headteacher
Mrs J Seymour
Deputy Headteacher

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North Street
Rotherfield
East Sussex
TN6 3NA

8th September 2025

Dear Parents,

NOTIFICATION OF SCHOOL TRIP – FRANKLIN CLASS

Date and Title of trip:	**Franklin Class Visit to Hever Castle – Monday 29th September 2025**
Travel:	**Coach will depart from school at 9am, returning for 3pm**
Purpose of visit:	**To further explore aspects of Tudor life.**

Helpers required: We do need the help of some parents for this trip. There is an option to express your interest in helping on the reply slip below. Please note, the Office will contact all prospective helpers, once the Teacher has made the final details, closer to the trip.

Extra information: The children may wear jeans or other comfortable trousers together with school uniform tops. Please ensure your child is provided with a warm waterproof coat or jacket and also wears sturdy shoes. A cap should be provided and sunscreen preapplied if the weather is sunny. Please also provide your child with a packed lunch with plenty to drink and a healthy, mid morning snack. Children in receipt of free school meals can book a packed lunch through the school kitchen. Please let the School Office know to book. 10 working days notice is required.

Reporting misbehaviour: If you are a helper on a school trip and witness any of the children misbehaving, please report the incident to the Teacher who will then deal with the matter in an appropriate way.

Cost and Payment: The cost of this trip is **£15.60** and payment should be made via our online payment system ParentPay by Friday 19th September 2025. We understand this is a high cost trip but it offers a great learning experience and we will be mindful of this when exploring other out of school learning opportunities over the rest of the year. Although no child will be excluded from a trip, should insufficient funds be received the trip may be cancelled. In the event of financial hardship please contact Miss Bishop in confidence.

Yours sincerely,
Miss L Watkins
Franklin Class Teacher

Rotherfield Primary School **Franklin Class trip to Hever Castle – Monday 29th September**

I hereby give consent for my child: ……. to take part in the Franklin Class trip to Hever Castle on Monday 29th September 2025.

I am / am not able to accompany the class on this trip.

I will make payment of the £15.60 by ParentPay by Friday 19th September 2025 .

Signed:……. Date:…….