



Leigh Beck Infant and Nursery Academy  
Point Road, Canvey Island, Essex, SS8 7TD  
Company No. 954404  
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Friday 8<sup>th</sup> February 2019

Dear Parent/Carers,

**Reception - Colchester Zoo**

As part of our topic on animal we would like to take all of the Reception children to visit Colchester Zoo on Wednesday 15<sup>th</sup> May 2019. The children will need to be in school by 8.50am sharp as we will be leaving promptly. We will be travelling by coach and returning to school between 4.00pm and 4.30pm (traffic permitting).

We will be operating an adult/child ratio of 1:4 and will also be only taking staff and those adults who work with the children regularly. I am sure that you will agree that this is a fantastic opportunity for the children.

Your child will need a packed lunch on the day which should be in a named carrier bag, plenty of drinks (non fizzy!) and a waterproof jacket as we will be outside for the majority of the day. To ensure your child is comfortable whilst exploring the zoo, they should wear comfortable trousers e.g. jogging bottoms or leggings, trainers and their school jumper on their top half.

The cost of the trip including entry and return coach travel will be **£18.00 per child**. You can pay this by either cash or cheque. All payments must be made by **Friday 29<sup>th</sup> March**.

If your child is already registered with the school office as being eligible for Free School Meals, there will be **no** charge for the trip and your child has the option of the school providing them with a school packed lunch. (Please see the reverse of this letter to check your eligibility), if you are still unsure, please speak to the school office.

Thank you for your continued support.

Yours sincerely,

Mrs Smith  
**Deputy Headteacher**



**Reception - Colchester Zoo**

Child's Name: \_\_\_\_\_

Class: \_\_\_\_\_

I give permission for my child to participate in the above trip on Wednesday 15<sup>th</sup> May 2019.

- I enclose payment of £18.00 by cash/cheque
- I will pay in full by Friday 29<sup>th</sup> March

**Free School Meal children only** (please read the reverse of this letter before completing this section)

- I would like the school to provide a ham/cheese packed lunch
- I will be providing my child with a packed lunch from home

Signed: \_\_\_\_\_ Parent/Carer

## Free School Meal Entitlement

***Please remember that every Infant School aged child is entitled to school meals free of charge. The criteria's listed below are in addition to this.***

You might be entitled to free school meals for your child if you are in receipt of any of the following benefits:

- ✓Income Support;
- ✓Income-based Jobseekers Allowance;
- ✓Income-related Employment and Support Allowance;
- ✓Support under Part VI of the Immigration and Asylum Act 1999;
- ✓The guaranteed element of Pension Credit;
- ✓Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16.190);
- ✓Work Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit;
- ✓Universal Credit - if you apply on or after 1<sup>st</sup> April 2018 your household income must be less than £7400 a year (after tax and not including any other benefits you get).

**If you believe you match any of the above criteria's, please bring a copy of your benefits letter or proof from your bank that the payment is entering your bank account regularly.**

If your child is entitled to Free School Meals, they will remain eligible until they finish the phase of schooling (Primary or Secondary) they are in on 31<sup>st</sup> March 2022.

If you are still unsure, please speak to the school office.