



**Millbrook Combined School**  
including  
**Millbrook Nursery & Millbrook Children's Centre**  
Headteacher • Miss D Mansfield



6<sup>th</sup> March 2018

Dear Parents/Carer

**Re: Year 6 trip to Wycombe Museum**

To enhance the children's learning and provide opportunities for a wider understanding of our local area and the history of High Wycombe, we have planned a trip to Wycombe Museum where the children will learn about the chair making industry in our local area. They will also take part in a walk around the town centre to visit significant historical sites.

**DATE:** Wednesday 28<sup>th</sup> March

**VENUE:** Wycombe Museum

**TRAVEL:** Children will be walking to the venue. They shall be leaving school at 8:45am and returning for 3:25pm. If this changes we will notify you by text.

**UNIFORM:** Children will need to wear their school uniform and a warm waterproof coat. They will also need to wear suitable shoes for walking around the town. If your child requires an inhaler this must be brought with them.

**LUNCH:** Please provide your child with a healthy packed lunch and drink in a named disposable bag. Please ensure it does not include any sweets, fizzy drinks or chewing gum. The Global Café can offer a packed lunch for school trips on request at a cost of £2. If you wish to take this offer please contact the school office. If your child usually receives a free school meal, their packed lunch will be provided.

**COST:** As defined by DfE Charging and Remissions regulations, this visit is taking place during school hours. Accordingly, we are asking parents / carers to make a voluntary contribution of **£8.00**. There is no obligation to make voluntary contributions and no child will be excluded from the visit but it will be necessary to have substantial voluntary contributions for the visit to go ahead.

Consent and payment must be made online using your ParentPay account by **Friday 23<sup>rd</sup> March**. Please visit the website [www.parentpay.com](http://www.parentpay.com). Please note that it may take up to 36 hours for consent and payment to appear on your ParentPay account. If you would like a barcode letter, please contact the school office.

Thank you for supporting this trip and helping us to give your child a rich and exciting learning experience.

Yours sincerely

A handwritten signature in black ink, appearing to read 'D. Mansfield'.

**Miss D Mansfield**  
Headteacher