



# SHARPS COPSE PRIMARY SCHOOL

Headteacher: Mr M. Elsen – BEd (Hons) - NPQH

Business Manager: Mrs L. Setterfield

Prospect Lane, HAVANT, Hants, PO9 5PE  
Telephone: 023 9248 4545

e-mail: [adminoffice@sharpscapse.hants.sch.uk](mailto:adminoffice@sharpscapse.hants.sch.uk)  
website: [www.sharpscapseprimary.hants.sch.uk](http://www.sharpscapseprimary.hants.sch.uk)

Our Ref: SCPN Yr 6 Paultons Park Leavers Trip

16<sup>th</sup> May 2024

Dear Parent/Carer

We have arranged to take the Year 6 children to Paultons Park for their leavers trip on **Wednesday, 17<sup>th</sup> July 2024** and will be travelling by minibus.

Due to the distances we need to travel to get there, we will this visit will run outside of the school day. We will be leaving school prompt at 9.00am and returning for approximately 4.30pm.

Please provide a packed lunch and additional drinks for your child; **if your child is entitled to free school meals and you would like the school to provide a packed lunch please email the school office** on the school email address, [adminoffice@sharpscapse.hants.sch.uk](mailto:adminoffice@sharpscapse.hants.sch.uk) and one will be provided.

The cost of this trip is **£5.00** per child and includes transport and park entry fee. We are asking for a parental voluntary contribution of **£5.00** per child which needs to be paid before **Wednesday 26<sup>th</sup> June 2024**. In recognition of siblings sharing the same cohort, the school offers a 20% reduction per family. As you are already aware, without your generosity the school is unable to provide these out-of-school and enriching experiences for your children; if by the deadline date we have received insufficient contributions, the visit will most likely not go ahead.

To help you, the school offers a payment plan where you can if you wish, make regular weekly or monthly payments to spread the cost, please ask at the school office for more details. Please make payment via your child's Scopay account. If you have not yet registered please contact the school office.

Children should dress according to weather conditions, wear their school uniform and appropriate footwear.

Please tick the permission box in your child's Scopay account when making payment.

Yours sincerely

Year 6 Class Teachers