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30th September 2021

Dear Parent/Carer

Year 7 Fun Activity Event

I have pleasure in bringing you details for the year 7 fun activity afternoon, which will take place on Friday 8th October between 3.00pm and 8.00pm.

The cost of this activity will be £5.00 per student and the price will include the entertainment, hot food and insurance. Food will be served around 6.00pm and a snack will be handed out upon leaving. No extra money will be required.

The staff will be organising activities and games throughout the evening. (There will be a minimum of 1 adult to 15 students)

Toilet facilities will be available within the school buildings.

If you would like your child to take part in this event, please complete the attached parental confirmation sheet which can be accessed https://docs.google.com/forms/d/e/1FAIpQLSc-xcHE36k03xEN8mIzC2IQk45IOOrN4X_vMKnXyduIBSOsRA/viewform.

You will also be able to choose which food option your child would like to have for their evening meal.

Payment of the £5.00 should be made via Scopay **no later than Monday 4th October**.

The collection time from school will be 8.00pm.

Please remember that if your child is eligible for the Pupil Premium government grant, we will use that to pay for the full cost of the activity afternoon. All you need to do is tick the consent box on Scopay.

If, however you would like to make a contribution towards the event there is also facility to make payment.

Insurance for the event is arranged through West Sussex County Council. Full details of the policy can be found on our website at <https://sackville.w-sussex.sch.uk/parents/school-trip-insurance/>.

If you have any questions regarding this event please contact either Mrs Karen Brown at kbrown@sackvilleschool.org.uk or myself at jendersby@sackvilleschool.org.uk.

Yours sincerely

Mr J Endersby
Leader of Year 7

