



Woodfall Primary School

Woodfall Primary School  
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26 January 2015

Dear Parent/Carer

**Final Arrangements for Burwardsley 2 – 6 February 2015**

**Class 4H**

- **Departure time:** Arrive at normal time on Monday 2 February 2015. We expect to depart from school at approximately 9.15am. You will be able to wave the children off from the front of the school at this time.
- **Luggage:** Please bring main luggage bag into the junior school library area (the staff entrance door will be open). If possible, please try to provide a soft holdall type bag which may be stored under the bed at the centre and which children are able to carry themselves.
- **Clothing:** Children should wear comfortable clothes, trainers and a waterproof jacket to travel to the Centre.
- **Lunch:** This should be brought in a disposable carrier bag, named clearly and carried separately. Please ensure the lunch is **nut** free.
- **Wellingtons/Walking Boots** – These should be labelled (both wellingtons) and paired together, using a labelled wooden clothes peg, in a labelled carrier bag and carried separate to luggage.
- **Medication:** All medication must be named and have clear written instructions. These need to be handed to Mrs Hassall on arrival at school. Please see Mrs Hassall with any additional information not given on the medical form.
- **Return to school:** We aim to arrive back at school after the end of the school day on Wednesday 4 February 2015 (approximately 4.00pm) depending on traffic.

**Please do not send any snacks with your child on this visit.**

Can we please remind parents that the balance of this visit must be paid by Monday 2 February 2015.

Yours sincerely

*M Hassall*

Mrs Hassall  
Class Teacher

Mrs Helen Hough  
Headteacher

