

12 March 2025

Dear Parents/Carers,

**RE: Year 2 trip to Windsor Castle**

As part of our 'Monarch's' topic in History this term, Year 2 will be going on a self-guided visit to Windsor castle on **Friday 28 March**. During the trip, pupils will see this historical site that dates back to the time of William the Conqueror, who built the first wooden fortress, where the castle now stands. The children will experience walking through the outside grounds of the castle, the state apartments, the Queen's dollhouse and St George's Chapel, where many Monarchs are buried including our late Queen.

Please note that in order for the trip to go ahead, we do require a voluntary contribution of £17 for each child, to cover the cost of the coach and entrance fee to the castle. Please pay this using Parent Pay by **Monday 24 March**.

Children will need to wear full school uniform. We advise that all children bring a hat if the weather is good/raincoat if the forecast says it will be raining as this is an outdoor trip. We will be travelling by coach and leaving at 9.00 am, so please ensure your child is in school on time. We aim to be back to school by 3pm so you will need to collect your child at the normal time of 3.20pm.

We are having lunch at the site so you will need to provide a packed lunch for your child in a plastic carrier bag (ideally a rucksack) which should NOT contain fizzy drinks, sweets, or nuts (due to allergies). Please ensure your child has a water bottle for the day. If you would like to pre-order a school packed lunch, then please indicate on the permission slip overleaf. We are seeking parent volunteers for the trip on a first come first basis. If you are interested, please speak to your child's class teacher at your earliest convenience. If you have any further questions, please come and see your child's class teacher.

Yours sincerely,

*The Year 2 Team*

-----  
***Please complete and return to your child's class teacher by latest Monday 24 March***

**I give consent for my child to attend the Year 2 trip to Windsor Castle on Friday 28 March**

Child's name: \_\_\_\_\_ Class: \_\_\_\_\_

Emergency contact number: \_\_\_\_\_ Signed: \_\_\_\_\_

Please note any medical (asthma etc.) or allergies that your child has: \_\_\_\_\_

---

**My child is entitled to FSM and I would like the school to provide a packed lunch Yes / No  
IF YES - Please complete the attached form.**

### Packed Lunch Order Form

*To be completed by the school:*

School trip location..... School trip date.....

*To be completed by the parent:*

Name of child.....Year group.....

Child dietary allergies.....

Parent / guardian signature .....

Date.....

**My child requires a packed lunch**    Yes     No

*If yes, please select one of the following:*

*Please tick your choice*

Cheese Farmhouse Roll

**Allergens: Gluten, milk**

Ham Farmhouse Roll

**Allergens: Gluten**

Tuna Mayonnaise Roll

**Allergens: Gluten, fish, eggs**

The packed lunch will also include:

Carrot & cucumber sticks

Fresh fruit

Homemade biscuit, cookie or shortbread **Allergens: Gluten**

