SIR ROBERT HITCHAM CEVAP SCHOOL
Debenham Suffolk IP14 6PL Telephone/Fax 01728 860201
Email admin@sirroberthitcham.suffolk.sch.uk www. sirroberthitcham.suffolk.sch.uk
Head Teacher: Mrs Laura Dumolo

04 September 2026

Dear Parent/Carer

Green Class to West Stow Anglo-Saxon Village

On Thursday 24 September the class will be visiting the Anglo-Saxon village at West Stow as part of our history unit and English. Throughout this term, the children will be completing lots of written work both in English and history, based on their experiences at West Stow. So it will be a key visit for their learning and to gain hands on and real-life experiences. The coach will be leaving promptly at 9.00am, so could you please ensure that your child arrives at school in plenty of time for registration. We will return to school for 3.20pm, dependent on traffic.

Your child will need a snack, packed lunch and a drink (no glass bottles or cans please). If your child is entitled to free school meals and you would like them to have a school packed lunch, please notify the School Office at admin@sirroberthitcham.suffolk.sch.uk by 9.00am on Monday 18 September. The site operates a no waste policy so all rubbish must come home for disposal.

Your child should wear school uniform, but with suitable footwear depending on the weather. Could you please also ensure that they have a waterproof coat in case of rain, as a lot of the day will be spent outdoors. The children will not need any spending money on this trip.

We will talk to the class beforehand about behaviour expectations on this particular trip. To keep your child safe and enable them to get the most out of the visit, can we please ask you to remind your child to follow the instructions of the class teacher and other supervising adults.

The cost of this trip is £20.70 per child to cover the cost of the coach and entry to the Anglo-Saxon village. Children registered for Free School Meals (FSM) are asked to make a contribution of £10.35 for this trip. Unless we are able to cover the cost of the trip from parents' donations, we will not be able to run this particular event.

If you think there is any chance that you may be entitled to Pupil Premium, then please apply. The school currently receives an additional £1,300 per year for every child entitled to FSM. You can apply for Free School meals online at https://www.suffolk.gov.uk/children-families-and-learning/schools/school-meals-transport-and-travel/apply-for-free-school-meals/.

Please log into the Arbor Portal or Parent App to give permission for your child to take part and also to pay for this trip by 4.00pm on Tuesday 22 September. Unless we have received your permission, your child will not be able to go on the trip. Please click here for guidance on logging into the Parent Portal and the Parent App.

Yours faithfully

MR G MIDDLETON
Class Teacher