



STOWFORD SCHOOL

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Headteacher: Mrs Sue Williams
Deputy Headteacher: Mrs Hannah Ocean

www.stowford.devon.sch.uk

15th April 2024

Dear Parents and Carers

Year 2 Visit to Smeaton's Tower, Hoe Road, Plymouth, PL1 2NZ

As part of our learning this term, we are planning to visit Smeaton's Tower on Plymouth Hoe on Tuesday 30th April 2024 (Sparrows) and Thursday 2nd May 2024 (Finches).

We will leave Stowford School promptly at **9.30am** and will be returning to school by 1.30pm, so school time pick up will be as normal.

Please ensure children bring a waterproof coat, a water bottle and a snack in a small rucksack to take with us for the morning. The children will also need a packed lunch. Please could you tick the appropriate box below to confirm whether you will be providing a packed lunch for your child or would like the school to provide this? If you would like the school to provide a packed lunch, please complete and return the order form attached.

The cost of the visit is **£10.00** (to cover travel and entry cost) and we are asking for this amount as a voluntary contribution please. Pupils will not be treated differently according to whether or not their parents/carers have contributed, however, if insufficient contributions are received, we will be unable to go ahead with this visit. In the unlikely event that a small surplus should remain, once all the costs for the trip have been met, we will retain any amount less than £1 per pupil for use in the general support of school activities. If you have any objections to this, please let us know by Friday 19th April 2024.

If you would like your child to take part in this visit, please complete and return the slip below, together with the attached SOE3a form and tick the box confirming the voluntary contribution, as soon as possible. Thank you.

If you are able to help with this visit or have any questions, please see your child's class teacher.

Yours sincerely

N Roach

G Bridden

V Clift

R Robinson

Mrs N Roach

Mrs G Bridden

Mrs V Clift

Mrs R Robinson

Finches Class Teachers

Sparrows Class Teachers

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Year 2 Visit to Smeaton's Tower, Plymouth Tuesday 30th April 2024 (Sparrows) and Thursday 2nd May 2024 (Finches):

Please complete and return to your child's class teacher as soon as possible

I give permission for my child in Class to take part in the visit to **Smeaton's Tower, Plymouth** and to travel there and back by coach.

I have paid the voluntary contribution of £10.00 via ParentPay: ☐

I will provide a packed lunch for my child: ☐ I would like the school to provide a packed lunch: ☐

Signed: _____ Dated: _____

Parent/Carer



Artsmark
Silver Award
Awarded by Arts
Council England





Form SOE3a: Parental consent for local off-site activities (Annual consent form).

Dear Parent or Guardian,

This is a consent form to cover local off-site trips and visits that your child may be undertaking during the school year, Some of which may extend beyond the school day. A separate consent form will be sent out for any residential or overseas visits and for adventurous activities (as defined by the local authority). Details of each visit will be sent to you in advance.

School, college or establishment

Stowford School

Outline of planned visits: **2023/2024 - Year 2**

Visit to Smeaton's Tower, Plymouth

Other visits TBC

Name of child

Date of birth

Special details - any information about your child's health which may need special attention, but does not prevent them from taking part should be noted below. (For example; any allergies, any medication needed and the dosage, **travel sickness**, diabetes, asthma or epilepsy?)

If your child suffers from travel sickness, and the visit involves coach/car travel, please ensure a member of staff is made aware.

Has your child had any relevant recent illness?

Does your child have any specific dietary requirements?

Do you have any additional comments?

Swimming Ability (for water-based activities)

Is your child able to swim 50 metres? YES / NO

Is your child confident for the proposed activity? YES / NO

Name of family doctor

Approximate date of last tetanus injection:

1. I would like my child to take part in the programme of visits planned for the school year.
I understand that the arrangements for each visit will be sent to me in advance.
2. I consent to any emergency medical treatment required by my child during the course of the visit.
3. I confirm that my child is in good health and I consider him/her fit to participate.

**Signature of
Parent or Guardian**

Date

Name of Parent or Guardian

Address

Telephone number

Home:

Work:

The Westcountry Schools Trust (WeST) is the data controller for the purposes of GDPR regulations. WeST is required to process data in line with the requirements of legislation and ensure that the rights and freedoms of the data subject are given appropriate protection. Stowford School is a member of the Westcountry Schools Trust.

Personal data is held by WeST schools about all pupils on roll at the individual school and is subject to the retention rules adopted by the trust.

For more information please read the school Privacy Notices available on the school website www.stowford.devon.sch.uk.

If you have any queries or would like further information please contact the Data Protection Lead Officers (Headteacher and Senior Administrator) at admin@stowford.devon.sch.uk or the WeST Data Protection Officer at DPO-West@westst.org.uk



School Packed Lunch Pre Order

Year 2 (Sparrows) to Smeaton's Tower

Childs name: _____

Childs class: _____

Date: Tuesday 30th April 2024

- ☐ Cheese Sandwich
- ☐ Ham Sandwich
- ☐ Tuna mayonnaise Sandwich

- ☐ Cake
- ☐ Yogurt

- ☐ Apple
- ☐ Banana

- ☐ Orange Juice
- ☐ Apple Juice

All Allergen information is available from the School office and on their website.

Please complete and return this form to the class teacher by 25th April 2024.



School Packed Lunch Pre Order

Year 2 (Finches) to Smeaton's Tower

Childs name: _____

Childs class: _____

Date: Thursday 2nd May 2024

- ☐ Cheese Sandwich
- ☐ Ham Sandwich
- ☐ Tuna mayonnaise Sandwich

- ☐ Cake
- ☐ Yogurt

- ☐ Apple
- ☐ Banana

- ☐ Orange Juice
- ☐ Apple Juice

All Allergen information is available from the School office and on their website.

Please complete and return this form to the class teacher by 26th April 2024.