

# **ALDER COPPICE PRIMARY SCHOOL**

*Achievement through Commitment*

**Headteacher: Mr P Mandelstam**

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13 January 2026

Dear Parents,



## **RECEPTION SCHOOL VISIT**

This year we have once again planned a whole range of possible school visits and workshops to enrich the curriculum and we are writing to tell you about this in advance to ensure that you know about the costs involved for the possible visit early in the year.

As you will appreciate, the cost of everything has increased, in particular the cost of transport is significantly more than it was. However, we have made every effort to keep the costs as low as possible, as we are mindful of the financial pressures many families face, and therefore the School has already subsidised this visit, but please bear in mind that the cost is not just for visiting the setting. School visits usually contain workshops and educational activities which is not the same as visiting these places yourself on a weekend.

Reception have recently had a wonderful session with Adventure Street that school funded and are having another secret session in February that we will write to you about soon also funded by school. We are now considering the following visit, but in order to run the visit we have planned, we do rely on contributions towards the visits from parents. Under the Terms of the Education Act 1996 the School cannot make a direct charge for this visit but can ask for a voluntary contribution towards the costs of the coach and activities. If a parent does not make a voluntary contribution towards the visit their child would still be able to attend if you have given consent, **however if the overall contributions are insufficient then the visit will not take place.**

<b>VISIT</b>	<b>DATE OF POSSIBLE VISIT</b>	<b>COST PER CHILD</b>	<b>PAYMENT REQUIRED BY:</b>
Kingswood Outdoor Centre for a Stick Man themed outdoor learning day	Friday 1 May 2026	£38	10am Friday 10 April 2026

So that we can gauge whether this visit is financially viable, please complete the attached Form by **10am Tuesday 27 January 2026**. At this stage we are not asking for any money, we just need confirmation of what parents are willing to pay. If the visit goes ahead, then parents will need to honour the financial contribution they have pledged. We are hoping that by giving advanced notice for payments that this will help with contributions.

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**ALDER COPPICE PRIMARY SCHOOL**

Northway ~ Sedgley ~ Dudley ~ West Midlands ~ DY3 3PS

☎: 01384 816610

✉: [admin@alder.dudley.sch.uk](mailto:admin@alder.dudley.sch.uk)

Website: [www.alder.dudley.sch.uk](http://www.alder.dudley.sch.uk)

In order to help spread the payments, we are giving an option to spread the cost, by paying in more than one instalment; this will allow 4 months before final payment is due.

Once the attached Form is completed, we will write to you again to let you know whether the visit can take place. Please note that once visits are confirmed, **if children are unable to attend for any reason on the day of the visit, including absence, no refunds can be given, as visits are paid for in advance and are non-refundable.**

Some parents/carers have previously enquired about paying extra for visits to ensure that they go ahead. They understand that whilst some parents may not be in a position to pay the full amount, they are keen for all the children to experience the visit, and it can be disappointing for both parents and children if it has to be cancelled due to lack of contributions. We can confirm that, as we did last year, anyone can pay more than the amount requested if they would like to “sponsor” the visit. Please contact either myself, or Mrs Barwell if you would like to be a sponsor.

We would like to remind parents that we reserve the right to remove from the visit and activities, at any stage, any child whose behaviour in school is not in keeping with our Respect & Responsibility code, or anyone we consider to be a danger to either others or themselves.

If you have any questions regarding these potential visits, please contact us either via the office or [admin@alder.dudley.sch.uk](mailto:admin@alder.dudley.sch.uk)

As ever, we appreciate your continued support.

Yours sincerely,

*M Shee*

**Mrs M Shee**  
**Deputy Headteacher**

## Reception Visit

PLEASE RETURN BY 10AM Tuesday 27 January 2026

NAME OF CHILD \_\_\_\_\_

### Possible Reception Visit to Kingswood, Friday 1 May 2026.

(You will be able to pay in instalments. Final Payment date for this visit will be 10am  
Friday 10 April 2026)

If the visit goes ahead, I would like my child to take part  
*Please tick as appropriate –*

☐

We are able to pay the full, voluntary, amount of £38

☐

We are not able to contribute the full £38 but we will contribute £\_\_\_\_\_  
(please enter amount)

☐

We are not willing/able to make a contribution

**OR**

☐

I do not wish my child to take part if the visit goes ahead

We understand that if the visit goes ahead, we would need to honour our stated contribution.

Signed \_\_\_\_\_ (Parent/Guardian/Carer)