



THE CONSORTIUM  
ACADEMY TRUST

9 February 2024  
**Primary - Year 5 Educational Visit**



**THE  
HESSLE  
ACADEMY**

**Penshurst Primary School**  
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Dear Parent/Carer

As the Harry Potter Studio Tour for Year 5 fast approaches, we have pleasure in confirming below the arrangements for the day.

### **Friday 22 March educational visit schedule:**

#### **Departure time:**

- The children need to arrive at school (through the Reception office door) by 5:45am so we can set off promptly for a 6.00am departure.
- The school gates at both the Penshurst Avenue and Winthorpe Road entrances will be open.
- Breakfast Club will not be open at this time.
- It is imperative the children arrive on time; ***we cannot wait for late arrivals***. We have a specific time slot booked at the studios and if we miss it, the only option would be to return home.
- **As we are setting off incredibly early, please be mindful of the noise when arriving at school as not to disturb the neighbours.**

#### **During the journey:**

- The coach is fitted with seatbelts.
- There will be one short stop so that the staff driving the minibus have the opportunity to switch but there are no planned toilet stops – the coach does have a toilet on board.
- We will be 'entertaining' the children throughout the journey, however they may bring a book/magazine or small, non-electrical game, such as; top trumps to play with a friend. Please make sure it is named!
- A pillow/small blanket can be brought with them. These items are their responsibility and will be left on the bus during the studio tour.

#### **Children who suffer from travel sickness:**

- If your child suffers from travel sickness, please inform us in advance on this [form](#).
- If you plan to give them any medicine before they arrive at school on the tour day, please advise us on the [form](#) and detail the correct dosage for the return journey, with instructions as to when they need to take the medicine etc. Advise us in the morning of the trip, if these plans have changed.
- Provide them with a change of clothes (in case of illness). These clothes will be left on the bus whilst we visit the studios.

\*Prior to the trip if you wish to update your child's medical details, please update your Arbor Portal

**Food/Drinks:**

- Please provide your child with **two** packed lunches – one to be eaten at lunchtime during the trip, and one for their tea on the return journey.
- Their lunch must be stored in a rucksack/backpack bag which they can carry on their backs (hands-free) during the trip with a bottle of water.
- Their 'tea' can be in a separate, named carrier bag which will be left in the overhead storage on the bus, ready for the return journey.
- If your child receives free school meals and you would like your child to have a lunch prepared by the school caterers, please indicate this on the [form](#) (note that only lunch will be provided, please provide their tea).
- As we are departing extremely early, the children can have a small breakfast snack, such as a cereal bar or fruit, to keep them going until lunch time.
- Children can bring their water bottle for the journey.

**Spending money:**

The gift shop prices are extortionate; therefore, we will not be allowing the children to make purchases and they will not need spending money for the trip. There will be no exceptions to this rule.

They will all receive their own 'passport'-style book to collect stamps/stickers on their route around the studios as keepsake.

**Photography permissions:**

We will be taking lots of photographs as mementos of the day for the children. If your child currently doesn't have permission for internal or external publicity, their photographs will not be taken. If you wish to give permission, or withdraw it, please update your child's permissions in the Arbor Parent Portal or contact the office at [office@hessleacademy.com](mailto:office@hessleacademy.com) Please do not telephone, we need permission in writing, verbal consent is not acceptable.

**Dress code:**

The children are to wear full school uniform for the trip with comfy shoes. The studio tour is predominately inside/undercover so a jacket over their uniform will suffice.

**Valuables:**

Please ensure all valuables are left at home. That means no phones, smart watches, game consoles, cameras or electrical devices are to be brought; if found, the item will be confiscated and given back at the end of the trip.

**Tour groups:**

Children will be placed in small groups and allocated to a staff member, who will have your contact number to hand if required.

**Return time:**

- We are hoping to arrive in Hessle Square, at the bus stop, at approximately 7.30pm. However, we will post on Twitter (@Penshurstschool) and send out an email when we are half an hour away or any updates regarding traffic.
- All children must be collected by an adult, please indicate who on this [form](#).

We will be talking to the children before the trip regarding expectations and behaviour. If you have any queries, please do not hesitate to contact Mr Thorp or Miss Daniels.

We require the [form](#) mentioned above completing for each child and it must be submitted by Thursday 22 February 2024.

We hope the children are as excited for the trip as we are!

Yours faithfully  
Year 5 team