



Headteacher  
Mr. Dale Bateman

## Coopersale and Theydon Garnon C. of E. V.C Primary School

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Thursday 5<sup>th</sup> March 2020

Dear Parents / Carers,

### **YEAR 1 & 2 Tower of London Trip: FINAL ARRANGEMENTS**

Below are the final arrangements for our up and coming trip to the Tower of London on **Wednesday 11<sup>th</sup> March**.

Drop Off at Epping Station	9.10-9.25am	Children should be dropped directly to Epping Station between 9:10am and 9:25am. We will be waiting by the bicycle shed and they should be handed to their teacher, who will check them off of a register.
Collect from Epping Station	4:00pm	Children should be collected from Epping Station. We should arrive back at approx. 4:00pm. If we expect to be later, the school will contact you via 'School Jotter app'. However, unless there are hold ups on the tube, we should be no later than 4:25pm, depending on which train we catch. Children will need to be handed over to their adult from the teacher, who will be checking off a list to ensure we see who each child leaves with. If this adult is not going to be a parent/carer, please inform us at drop-off, if not already given notice to the school.

#### **What To Bring:**

- Children should be in full school uniform, with outdoor wear appropriate to the weather (coat etc). The school will take no responsibility for lost items such as gloves or hats.
- Children should bring a packed lunch, with plenty of fluids (no fizzy drinks or glass containers).
- Children should have a snack to eat during the afternoon.
- Children should have their provisions in a backpack or similar, that can be carried on their back, leaving their hands free.
- Children should wear comfortable footwear.

Yours faithfully,

Miss Edwards and Miss Hill  
Class Teachers