



The Manor Church of England VC Primary School

Aspire, Believe, Achieve

Shine like stars in the sky

Philippians 2:15



Executive Headteacher: Mrs Amanda Flanagan

Head of School: Mr John Israel

Wednesday 3rd September 2025

Dear Parents/carers,

As part of our 'Off with her head' topic, we have planned a trip to Berkeley Castle on Monday 29th September 2025 for Year 1 and 2. We will be taking part in a Queen Elizabeth I workshop run by the castle staff and then we have time to explore the rest of the castle in a guided tour.

We will be leaving school by coach at around 9.30 am and will return approximately at 3.00 pm. The children will need to wear school uniform and bring a packed lunch and a non-fizzy drink. Pocket money will not be required. Pupils whose parents are in receipt of Free School Meals can be provided with a packed lunch from the school kitchen. If you are in receipt of Free School Meals, please indicate below if your child will require a school packed lunch.

In order to cover the cost of the trip, we are asking for a voluntary contribution of £19.00 to be paid using the Parent Pay platform. If you have any issues in funding this contribution, please speak to Mr Israel. There is no charge for children currently in receipt of Free School Meals as the cost of these children will be covered from the Pupil Premium allocation in the school budget.

If the voluntary contributions are significantly below the cost of the trip then it may have to be cancelled and monies refunded.

If you think you can help on this trip, please contact the class teacher via the class email. We will then contact parents soon after to let them know if we require your assistance on this trip. If we receive lots of offers to help then we will draw names from a hat. If you do not hear from us, we thank you for your offer, but are unable to invite you on this occasion.

Thank you for your support as always,

Miss Spencer and Miss Bessell