



# Little Hill Primary School

Headteacher: Mrs Vina Pankhania

Launceston Road, Wigston, Leicestershire, LE18 2GZ

Telephone/Fax: 0116 281 1963

E-mail: office@littlehill.leics.sch.uk

Twitter: @LITTLEHILLSCH

www.littlehill.leics.sch.uk

Part of the OWLS Academy Trust

October 2021

Dear Parent/Carer

We are planning to take the children in Foundation on a trip to **The Curve** to see 'The Smeds and The Smoos', as follows:

<b>Date</b>	Friday 3 <sup>rd</sup> December 2021
<b>Time</b>	Depart school <b>12.30 pm</b> , Return to school approx. <b>3.30 pm</b> (subject to traffic)
<b>Cost</b>	A voluntary contribution of <b>£15.50</b> is requested to cover entry fees and travel costs (£7.75 for Pupil Premium children)
<b>Packed Lunch Required? *</b>	<b>No</b> – The children will have their lunch before the coach collects them at 12.30 pm.
<b>Clothing</b>	Children should wear full school uniform.

No child will be excluded from the trip if their parent is unwilling or unable to pay. However, the trip may be cancelled should we receive insufficient contributions from parents. Payment may be made by:

- Cash;
- Cheque (payable to Little Hill Primary School); or
- Online via your credit or debit card using the School Gateway website or smartphone app (please see overleaf for instructions if you are not familiar with this option)

Consent may be given online (via the online payment system) or by completing the slip below **by Monday 15<sup>th</sup> November 2021**. If giving consent online but paying by cash / cheque please send your payment in an envelope clearly marked with your child's name and The Curve.

Yours sincerely

Mr S Williams  
Deputy Headteacher/Educational Visits Coordinator



## Foundation visit to The Curve 'The Smed and The Smoos' - Reply Slip

Child's Name: .....

Class: FFG / FJP

I give permission for my child to take part in the visit to The Curve on Friday 3<sup>rd</sup> December 2021 and I enclose a voluntary contribution of £15.50 (£7.75 for pupil premium children).

Signed: ..... Parent/Carer

**Please return by Monday 15<sup>th</sup> November 2021. Thank you.**



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### **Instructions to pay online**

School Gateway is available for parents who are set as Priority 1 on the school's database and for whom we hold a current e-mail address and mobile phone number.

- To pay online via School Gateway website: Go to [www.schoolgateway.com](http://www.schoolgateway.com) and click on "New User". Enter your details and you will receive a text message with a PIN number which you then use to log into School Gateway.
- To use the School Gateway smartphone app: Download "School Gateway" from your app store (Android and iPhone). The app shows the same information as the website **but please note that if you are logged into the app then text messages will go to the App and not to your mobile number**. Some parents therefore prefer to use the website.

If you are having trouble logging in, it may be because the school doesn't have your current e-mail and mobile phone number on record. Please call the school and we will update the details on our system. Once logged in you should be able to see all active payment requests, and can make payments and give consent as appropriate.