



St Richard's CE Primary School

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3rd June 2026

Dear Parents and Carers of Myrtle Class

RE: TRIP TO WINDSOR CASTLE – FRIDAY 19th JUNE 2026

To support the work we have been doing in class on Knights and Castles, we have arranged for Year 1 to visit Windsor Castle on Friday 19th June. The children will be taking part in a workshop to learn all about castles.

We are asking for a minimum contribution of £20.00 to cover the cost of this trip which includes a charge for train travel outside of London.

Please note the following arrangements for this visit:

- Children need to be in school by **8.45am** as we will be leaving promptly at 9.00am, travelling by bus to Richmond and then train to Windsor.
- We will be returning to school at approximately **4.00pm**.
- Children should bring a packed lunch including a plastic bottled drink (not fizzy drinks, cans or glass bottles please). We suggest that lunch is carried in a small backpack, as these are easier to carry.
- Children should wear full school uniform including sturdy shoes or trainers. Please apply sun cream if the weather looks to be hot and bring a waterproof jacket with a hood if it looks to be raining!
- Please give your permission and make your payment for this trip via Scopay.

Please note: If we do not receive sufficient contributions for this trip it may not be able to go ahead.

Yours faithfully

Mrs Jo Thiele
Year 1 Class Teacher