



HEATHCOAT PRIMARY SCHOOL

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Interim Headteacher: Carly Wilkins

HPS: Helping People Succeed

October 2026

Dear Parents and Carers,

Trips and visits during the school day

Over the course of the school year staff will plan in a range of trips and visits as part of teaching and learning or attending community events in the local area. These trips and events will take place during the school day with the odd occasion that they may start the day early or finish the day a little later. Trips will either involve walking somewhere locally or travelling further afield by coach or minibus, examples of these that happen during the year include visiting the local church, the museum, local schools, Kent's Cavern and Exmoor Zoo.

It is within our school policy to always let you know beforehand if a visit is planned and we will share with you the details of the trip, such as what the children will be doing, where they are going and when they will be leaving and returning to school. As part of our policy, we ask you to complete an annual consent form which will cover these planned trips.

If a school trip includes an overnight stay or an adventurous activity, we will send out a separate consent form specifically for that trip.

Please could you complete the annual consent form, which is being sent home with your child today, and return to school by **Monday 12th October**, so teachers have up to date information about your child.

If throughout the year, there are any changes we need to be aware of such as a change of mobile number for emergency contacts or if your child's medical situation has changed (e.g. if they now need an inhaler) please inform the school office.

If you have any questions, please don't hesitate to come and ask.

Yours sincerely

Mrs C Wilkins
Interim Headteacher