

Henry Moore Primary School

Friday 13th March 2026

Dear Parents and carers,

Year 5 - University of Hertfordshire

As part of our Space topic, we have arranged to take the children in Year 5 to visit the **University of Hertfordshire Observatory on Thursday 7th May 2026.**

The children will be leaving at 9.00am prompt, please ensure they are at school for an 8.40am registration. We estimate we will return after lunch around 2pm, traffic dependent.

Children should wear school uniform. Please bring a waterproof coat or sun hat, weather dependent. If the weather is nice, please ensure you apply sun cream before your child comes to school. All children will require a snack, packed lunch and drink in their normal lunch box/backpack. *We strongly discourage children from using disposable bags* – as per the Essex guidance.

If your child is entitled to free school meals and you would like a packed lunch provided, please email Kerry.barrow@henrymoore.essex.sch.uk before **Thursday 30th April**. Requests after this date will not be processed.

In order to cover our costs of visiting the **Bayfordbury Observatory** and the coach, we ask for a contribution of **£18.22**.

This will be available via your child's online Arbor account, which allows you to pay in instalments.

In cases of financial hardship/non - payment please arrange a meeting with the Pastoral Manager to discuss the matter. If a meeting is required, then please arrange directly with the class teacher as soon as possible.

We have listed below a breakdown of the costs for this trip below:

Cost of coaches and parking	£620.00
Admission Charges	£1020.00
Total	£1640.00

£1640 divided by 90 children = £18.22 per child

Yours sincerely

Sarah Cowley
Head Teacher
