



School Site: Chanctonbury Road, Burgess Hill, West Sussex, RH15 9EY
College Site: Birchwood Grove Road, Burgess Hill, West Sussex, RH15 0DP
Tel: 01444 244133 **Email:** office@woodlandsmeed.co.uk
Headteacher: Mr Adam Rowland

01st May 2026

Dear Parent/Carer,

Lake class will be taking part in our annual activity week from 18th – 22nd May. During this week pupils take part in a range of non-class-based activities and trips.

The schedule of activities with lunch arrangements for Lake class is set out below.

Monday	Tuesday	Wednesday	Thursday	Friday
Tilgate Park, Crawley	Out of Bounds, Angmering	Parallel Youth Games, K2, Crawley	Elderflower Fields, Uckfield	School based activities
Travelling by minibus	Travelling by minibus	Travelling by minibus	Travelling by minibus	-
Packed Lunch	Packed Lunch	Packed Lunch	Packed Lunch	Packed Lunch

Pupils do not need to wear uniform this week, although they should wear appropriate clothing for the weather. If it is warm or sunny weather, please send your child in with a sun hat and apply sun cream prior to sending him/her to school. Please check the weather forecast daily and dress your child appropriately in suitable clothes.

Details of the Parallel Youth Game on Wednesday 20th May will be sent separately.

On Thursday 21st May the pupils will be going to the Elderflower Fields Festival site to install a sculpture for the music festival.

The majority of the costs have been met through fundraising and Friends of Woodlands Meed however you are invited to make a voluntary contribution towards the remaining amount of £15.00 to cover the cost of transport and entry fees. Although the contribution is voluntary, I do need to point out that it is probable that the visits could not take place unless all parents, who are able, are willing to contribute. However, in accordance with our Charging and Remissions and Pupil Premium Policies (which can be found on our website) there will not be a cost for the trips for those children who currently qualify for Pupil Premium. I also need to stress that if a family were unable to contribute, and the trips were still to proceed, no child with the class/year group for whom the trips are intended will be disadvantaged and be left out of the activity.

Please send packed lunches in everyday, if your child is entitled to free school meals the school will provide a packed lunch each day this week. If you have already ordered a school dinner on these days, we will cancel the order and credit your account accordingly.

You will see Activity Week on your Scopay homepage under trips and events. Please log on to give consent for the week and make the voluntary donation if you wish. This must be done no later than **09:00am Friday 08th May**.

Please note that whilst we will do all we can to keep to the schedule advised it remains our priority to keep pupils & staff safe when off-site. If venue issues or our staffing levels mean we need to change the scheduled trips or activities at short notice, we will advise you immediately.

Yours sincerely,

Carla Reed
Class Teacher