



Winklebury Federation

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Monday 12th January 2026

Dear Parents of _____ in _____ class

School Council cluster conference Friday 23rd January 2026

We have been very fortunate to have been invited by Cranbourne Secondary School to take School Council children to Cranbourne to take part in a free conference and workshops. The theme of the day is “Disconnect to reconnect” and all local schools will be taking part. As your child is a member of our School Council we would like them to attend.

The children will be driven to the conference by minibus and potentially staff cars who all have the appropriate insurance. We will be leaving at approximately 9.00 am and returning in time for the end of the school day at 3.15pm. The children will be accompanied by members of school staff.

The children **do** need to wear their school uniform as usual and, as we may be outside at times, children will need a waterproof coat and a small bag in which to carry their lunch. Children will need a packed lunch in a named lunch box please. Please send enough water for your child for the day in addition to a drink for lunch, preferably in a bottle that can be refilled as required during the day.

If your child is entitled to free school meals, you may order a free school packed lunch. Please complete the relevant part of the form.

Please complete and return the attached form to give permission for your child to take part in the activity by **Thursday 15th January 2026**.

Yours sincerely

Miss H Walker

Deputy Head of Federation/SENDCo

FEDERATION OF WINKLEBURY INFANT AND JUNIOR SCHOOLS

Educational visit information and consent form

Please complete all the information below

Activity: School Council Cluster conference

Date: Friday 23rd January 2026

Child's Name:.....

Child's Class:.....

I give permission for my child to go to Cranbourne School on Friday 23rd January 2026. YES/NO

Important medical details:

.....
.....
.....
.....

Emergency contact details for the day of the trip:

.....
.....

Photographs

I give permission / I do not give permission for my child's photograph to be used on our school's Facebook closed page and Winklebury school website.

I give permission / I do not give permission for my child's photograph to be used in the Cranbourne School newsletter/Community Magazine / Basingstoke Gazette

School packed lunch for children entitled to free school meals – return by Thursday 15th January at the latest

I will provide a packed lunch from home (*Please tick if appropriate*)

I confirm my child is entitled to free school meals and I would like to order a school packed lunch for the day of the trip. My child would like **cheese or jam** in his/her roll as part of the lunch (*please circle as appropriate*)

Signed.....parent of.....in.....Class