

Respect

Empathy

Ambition

Cooperation

Health



Sandwell Metropolitan Borough Council

Park Hill Primary School
Head Teacher: Mrs. C. L. Logan

Coronation Road, Wednesbury, West Midlands, WS10 0TJ.

Telephone: 0121 556 2188

Email: office@parkhillprimary.co.uk

Monday 10th March 2025



Dear Families,

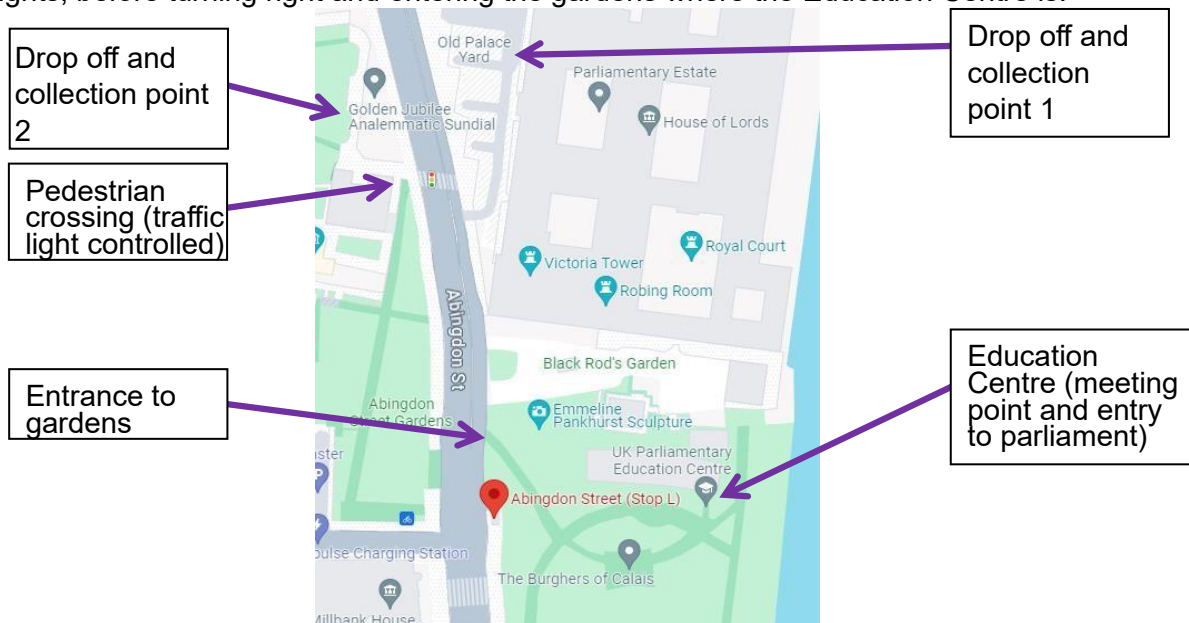
It's really exciting to see how many of you have agreed for your child to come to London with us on **Friday 4th April 2025**. I am writing to provide as much information as possible before we go, as I understand that it is a new experience for many children (and, as parents, you might have questions or concerns).

Travel

I have done a pre-visit to check that we can safely reach our meeting point at the Houses of Parliament.

There is space for us to be dropped off at Old Palace Yard. This means it is just a short walk down to the Parliamentary Education Centre, where we will enter the Houses of Parliament from.

If, due to traffic conditions, the coach cannot turn into there, we will be dropped off just opposite (by the Golden Jubilee Sundial). We can then walk down towards Millbank (a very short distance) and cross over at traffic lights, before turning right and entering the gardens where the Education Centre is.



Timings

- Arrive and register at school at 8.45am
- **Leaving school at 10.00am**
- Tour and workshop starts at 3.10pm
- Leaving London at 5.10pm
- Arriving back at school at 8.30pm traffic permitting

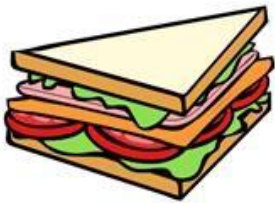


Security

There are airport style security checks upon entering the Houses of Parliament and we will be accompanied by a member of staff from parliament at all times. Every child will wear a high-viz jacket and wristband so that we can easily identify them. Five members of staff (myself, Mrs Logan, Mrs Glover, Miss Esty and Mr McFarlane) will be on the trip, ensuring that we are above ratio and can stick together at all times.

We will also have your contact information and keep in touch throughout our journey via the school app.

Lunch



Keep your fingers crossed for lovely spring weather, so that we can enjoy a picnic in the gardens on the bank of the River Thames! If not, we have use of the lunchroom at the Education Centre.

Please send **2** packed lunches with your child – one for lunchtime and one to eat on the journey home. If they receive free school meals and you have requested **one** on your original slip this will be prepared by school. Please put lunch in a disposable bag or tub (not a rucksack) as we will not be able to take many belongings into the Houses of Parliament with us.

Your child will also need a drinks bottle large enough for the whole day so that they don't get thirsty. We will refill these when necessary.

Clothing

Children need to wear their school uniform, a coat and sensible, sturdy shoes (as some of the paths in parliament are very old and cobbled).



If the weather is cold, please also send them with a hat, scarf and gloves.

Activities

We are going to find out all about “The Story of Parliament” in a workshop and will be going on a guided tour of the Houses of Parliament, where we may even be able to see the House of Commons and the House of Lords in action!

Cost

The cost to families for the visit will be £22.50 (rather than £45.00) for the coach. This is because the tour and workshop are free and we have secured funding for half of the coach cost. Please pay via ParentPay by Monday 24th March 2025.

Phones and Cameras

Please do not send children with mobile phones or cameras as we cannot be responsible for any loss. Photographs are also not permitted inside the Houses of Parliament.



We will make sure we take lots of photographs outside and staff will keep in touch.

Medication

We will be able to administer medication on the trip, in the same way that we do at school, as long as we have your permission. Please ensure you have completed the off-site consent form and give myself or Mrs Glover a call if you have any questions.

Souvenirs and Spending Money

Children do not need any spending money. The Houses of Parliament do not have a shop for us to go into but school will place an order for you if you would like your child to buy a souvenir. Please see the cream form included with this letter and return to school by Wednesday 26th March 2025

Important Dates

- 07/02/25 – off-site consent form due at school.
- 24/03/25 – coach cost of £22.50 due on ParentPay.
- 26/03/25 – souvenir choices (blue form) due at school.
- 26/03/25– souvenir cost (if applicable) due on ParentPay.
- Friday 4th April – arrive at school at 8.40am (ready to leave at 9.00am). We will return to school by 8:30pm (traffic permitting)

A Final Note

Last year's trip to London was a great success and I'm delighted to have secured free entrance and half of the travel costs to help us experience something special like this again.

Your children are precious (we all think they are too) and we will take every step possible to ensure the trip runs safely and smoothly. Our phones will be charged and ready to keep you updated and, if we try hard enough for you, they might be SO tired from a busy day that they go to bed straight away when they come home!

I hope the information above answers some of your questions but, if you have anymore, please let myself or Mrs Glover know. Whether it's about money, travel sickness or toilet stops, we'll be happy to answer them and do all I can to help.

Kind regards,

Mrs Boardman

Deputy Head Teacher (Visit Leader)