



High Street, Ivinghoe, Nr. Leighton Buzzard, Buckinghamshire, LU7 9EX

Telephone: 01296 668543

Email: office@brookmead.bucks.sch.uk

Website: www.brookmead.bucks.sch.uk

Headteacher: Mrs Esther Taylor

Wednesday 30 September 2026

Dear Year 4 Parents and Carers,

Educational Visit: Verulamium Museum

Purpose of the Visit

We are pleased to inform you that Year 4 will be visiting **the Roman Verulamium Museum in St Albans** on **Tuesday 10th November**.

This visit supports our learning about **Life in Roman Britain** and will provide the children with opportunities such as:

- An artefact session with museum staff
- Time spent investigating the museums many roman galleries
- A visit to the hypocaust and Roman wall ruins on site

We believe this will be an enjoyable and valuable learning experience for all children.

Trip Details

Destination: Roman Verulamium Museum in St Albans

Date: Tuesday 10th November

Departure from School: 9am

Children should arrive at school by: Please arrive promptly at 8:40am

Expected Return to School: We will arrive back within school hours, so there will be no change to collection arrangements

If there are any significant delays during the return journey, we will communicate these via email from the school office.

What Children Should Wear

Children should:

- Come to school wearing School uniform
- Wear comfortable footwear suitable for walking
- Bring weather-appropriate clothing (e.g. waterproof coat, hat).

Please ensure all clothing is clearly named.

Food and Drink

Children should bring:

- A packed lunch (nut free), if not ordered from Fresh Start
- Snack
- A refillable water bottle

Fresh Start Packed Lunches

A packed lunch can be ordered through Fresh Start. To do this, parents should book a school meal in the usual way and ensure the meal replacement option has been selected on their child's account. The deadline for ordering or amending meals is 9am on the Thursday immediately before the trip which is **Thursday 5th November**.

Children without a Fresh Start packed lunch order will need to bring a packed lunch from home (nut free please).

What to Bring

Children should bring:

- Small Backpack
- Weather appropriate coat
- Food and drink as specified above

Please do not bring:

- Mobile phones
 - Valuable items
 - **Location-tracking devices:** The school does not condone the use of Apple AirTags, GPS trackers or other location-tracking devices during school trips. If a parent/carers chooses to use such a device, the information received must not be shared with any other person or published in any way, including WhatsApp groups. Sharing location data that relates to other children or staff constitutes a breach of data protection requirements.
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Medication and Medical Needs

If your child requires medication during the trip (for example inhalers, EpiPens or other prescribed medication), please ensure this is in school prior to the trip and in date.

Please inform the school of any changes to your child's medical needs before the visit.

Travel Sickness Medication: Any medication required for the outward journey should be given at home before school. If a further dose is needed for the return journey, it must be supplied in its original box/packaging (clearly labelled) and accompanied by a completed medication consent form (available from the office). Staff will only be able to administer medication where the appropriate form has been received. Please bring this into school in advance of the trip by Friday 6th November.

Cost and Payment

The contribution requested for this visit is **£16** per child.

Payment should be made via **ParentPay** by **30th October**.

Whilst contributions are voluntary, educational visits can only take place if sufficient contributions are received. Unfortunately, if we do not receive enough contributions to cover the cost of the trip, we may have to cancel the visit.

If you are experiencing financial difficulty and would like to discuss support with the cost of the visit, please contact the school office in confidence.

Permission Required

To give permission for your child to attend, please complete the Google Form below:

<https://forms.gle/sN2nZxCG1KmVWfd7>

Children cannot attend the trip without completed parental permission.

The deadline for completing the form is **30th October**.

The form also includes the opportunity for you to give permission for photographs of your child to be taken during the trip for use on the school's social media channels. **Children's faces will never be shown** in photographs shared on our social media.

If you have any questions regarding this visit, please contact Mrs Brooks, Mr Forssling or Ms Brannigan at pick up or drop off or via an email to the school office. We are very much looking forward to this exciting opportunity and hope the children will gain a great deal from the experience.

Kind regards,

Mrs K Brooks and the Year 4 Team