

Headteacher: Mrs Samantha Ruck



RADBURN WAY LETCHWORTH GARDEN CITY HERTS SG6 2JZ (Phone: 01462 621800 / (e-mail admin@gardencityacademy.org)

Thursday 6th November 2025

Dear Parents/Carers,

Whole School Panto Trip - Thursday 4th December 2025

We are thrilled to share that our wonderful PTA is generously funding a whole school trip to the Gordon Craig Theatre to see *Dick Whittington and His Cat* on **Thursday 4th December**. This exciting and enriching experience is open to all children from Reception to Year 6.

Key Details:

- Travel: Children will travel by coach and should arrive at school at their usual time.
- Departure: Coaches will leave school at 12:30pm.
- **Showtime**: The performance begins at **1:15pm**.
- Return: Children are expected back at school by 4:50pm. Please collect your child from their classroom at this time.

We will keep you updated via Class Dojo if there are any changes to the return time.

What to Bring:

- Please provide a packed lunch for your child, please ensure it is a sufficient lunch suitable for a long day.
 - If your child is eligible for Free School Meals (FSM) or Universal Infant Free School Meals (UIFSM), a school packed lunch will be provided unless you prefer to send one from home.
- Clothing: Children should wear full school uniform, and bring a coat, hat, and water bottle.

There is no cost for the trip, however you will need to sign your child up for the trip via Arbor to confirm their participation, the trip is open for sign up now and the cut off for sign up is Wednesday 12th November at 4:00pm.

If your child is not attending the trip, they will be expected to be at school as usual.

If you have any further queries, please contact the school office.

Sincerely,

Mrs Ruck Headteacher

