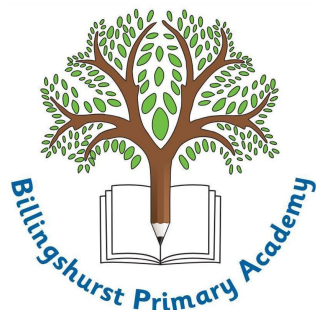




Billingshurst Primary Academy

Headteacher: Ms Marion Ley

Station Road, Billingshurst,
West Sussex RH14 9RE

Tel: 01403 782789

E-mail: office@billingshurstprimary.org.uk

Website: www.billingshurstprimary.org.uk

Ambition
Belonging
Courage

Wednesday 3rd September

Dear Parents/Carers,

Enrichment and Trip Contributions – Payment Schedule Update

Thank you for your support following our letter regarding the new parent contribution for school trips and enrichment activities. We are grateful for the feedback we have received so far and we would like to share further details about how payments can be made.

To make the process as manageable as possible for families, particularly those with more than one child at our school, we have introduced a staggered payment option. The voluntary contribution remains **£30 per child for the year**, but families may choose from the following schedules:

- **First child** – payment due by **Friday 26th September**
- **Second child** – second payment due by **Friday 31st October**
- **Additional children** – remaining payment due by **Friday 28th November**

Payments should be made through **ParentPay**, where the item will continue to be listed as a voluntary donation. If we are unable to raise sufficient funds through donations, it may unfortunately mean that some trips or experiences will not go ahead.

As explained previously, this contribution will cover all day trips, visitor experiences, and enrichment activities planned for the year (excluding the Christmas pantomime, Young Voices, and residential trips, which will continue to be costed separately).

We want to emphasise again that no child will ever be excluded from participating in trips or activities based on their family's ability to contribute. **If your family is facing financial difficulties, please contact me in confidence.**

We hope that this flexible payment structure will help make things easier for families while still ensuring that every child can access the exciting experiences planned this year. Thank you, as always, for your continued support and partnership.

The BPA Bees, our dedicated parent association, will continue their fabulous fundraising efforts to support wider enrichment opportunities and school improvements throughout this academic year.

With best wishes,

Ms Marion Ley

Headteacher



Artsmark
Gold Award
Awarded by Arts
Council England

