



**Windmill Primary School**  
Margaret Road  
Headington  
Oxford  
OX3 8NG

Headteacher: Mrs Lynn Knapp

Email: [head.2527@windmill.oxon.sch.uk](mailto:head.2527@windmill.oxon.sch.uk)  
Tel: 01865 762509 Fax: 01865 742614

---

## Achievement through Creativity, Community and Challenge

---

Wednesday 4th September 2024

Dear Parents and Carers,

On Wednesday 18th September, Year 6 will be visiting Science Oxford. The children will be pond dipping - identifying and classifying wildlife found in the pond; attend a show about light; and explore the activities in the Exploration Zone - a fantastic interactive exhibit that encourages curiosity and problem solving.

On the day, **we will be arriving at the centre at 9:45am**. This means that all children will need to be in school at the normal time for registration. **We will be back at Windmill before the end of the school day, therefore collecting your child will also be as normal at 3:10pm.**

**Are you able to help with this trip? We need parent volunteers to accompany us in order for the trip to go ahead. Please contact your child's class teacher by Friday 13th September if you are able to volunteer. Thank you very much.**

Children are required to bring a packed lunch on the day. If you have registered with the office for your child to have free school meals, a packed lunch will be provided by the school. If, however, you would prefer to provide your own, please email [njohnson@windmill.oxon.sch.uk](mailto:njohnson@windmill.oxon.sch.uk), or speak to your class teacher so we can let the kitchen staff know. We are unable to provide packed lunches for the other children. Also, if you have pre-ordered using our new meal provider, can you make sure you have cancelled your child's meal on 18th September.

**The cost of this trip is £8.50 per child.** Please give permission for your child/children to attend this trip and make a voluntary contribution online. To make an online payment you need to download the free app. Search for 'School Gateway' in your app store and download. You can also access your account through the website <https://schoolgateway.co.uk/> and log in as a parent.

To access the School Gateway app your contact details (email address and mobile phone number) need to be correct on the school database. If you cannot download the app please call (01865 762509) or contact the school office by email - [njohnson@windmill.oxon.sch.uk](mailto:njohnson@windmill.oxon.sch.uk).

Permission/consent is also given via the School Gateway app/website. **Children cannot attend if consent has not been given.** Paper consent forms can be provided on request. Please could the payment be made by **Friday 13th September**.

We are really looking forward to the trip and are sure it will be a brilliant experience for all of our Year 6 learners! If you have any questions about the day, please contact your child's Class Teacher.

Thank you for your support,  
The Year 6 Team