

Ref: ECX/AMO
20 April 2026

Dear Parent/Carer,

Year 7 Visit to Colchester Castle, – Friday 5th June 2026

We are delighted to inform you of a forthcoming enrichment opportunity for our Year 7 students to visit Colchester Castle.

Colchester Castle has a rich and varied history and by visiting, pupils can learn about a significant local historical venue.

The group will travel by coach, departing from the Academy at **9.00am and will return by 3.10pm** so that students are able to catch buses. Please provide your son/daughter with a packed lunch, drinks and snacks for the duration of the trip. Students will have chance to eat in the adjoining park. If your child is entitled to Free School Melas and you would like a pack lunch from the canteen, please indicated on the trip form when making payment.

We are asking for a contribution of £20 to cover the cost of this visit. You will appreciate that the activity will not be able to take place if sufficient funds are not forthcoming. Please note that places are issued on a first come, first served basis and no space is secured until payment has been made.

It is easy to make a payment online provided you have already registered to access our Cashless Catering/Online e-payments system. If you have not yet registered, please contact the Academy Office to request registration details if you have misplaced the instructions that were sent to you in the post at the start of term. Simply log onto <https://www.ipayimpact.co.uk> with your Username and Password, **the trip will be live from 4.30pm**. Places are limited and are a first come first serve basis. From the Home Page, click on Accounts and select your child's name, followed by the Details button to the right of the Fund Name 'Colchester Castle Trip 2026' complete the details requested and finally, go to the basket and make your payment. **The deadline is Friday 22nd May 2026.**

On the day of our visit, students must be dressed in full and correct uniform - as detailed on our website - to be allowed to join this trip. Unfortunately, any students who do not comply with our expectations regarding uniform will be asked to remain in the Academy. I must also mention that, if at any time from now to the date of the trip, your child's behaviour is considered by the Academy to be unacceptable and might cause serious concern whilst away from the site, the right is reserved to refuse to take him/her/them on the trip. However, I am sure all parents understand how important trust, behaviour and safety issues are on these occasions.

Should you have any questions, please do not hesitate to contact me at the Academy.

Yours sincerely



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