

Principal: Richard Spencer



30<sup>th</sup> November 2017

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Dear Parent/Carer

**Toppings Book Shop Visit**

Your son/daughter has been chosen to accompany me to Toppings Book shop in Ely to choose some books for the LRC.

A book voucher has been donated to the LRC allowing us to choose £75 worth of books. Members of the Reading Group entered a draw to win one of four places to visit Toppings to spend the voucher. The trip will take place on Monday 18<sup>th</sup> December 2017. I plan to leave school at 3.10pm and walk to Toppings.

If your son/ daughter has permission to walk home from Toppings, I would plan to leave there at approximately 4.15pm. Alternatively, your son/ daughter can walk back to the College with me. I plan to be back by approximately 4.30pm.

Please complete the reply slip below.

If you have any queries regarding this, please contact Mrs Shaw on 01353 667763 or email [ashaw@elycollege.co.uk](mailto:ashaw@elycollege.co.uk)

Yours faithfully

Mrs A Shaw  
Learning Resource Centre Manager



**Topping Book Shop Visit – Mrs A Shaw**

I give permission for (name of student) \_\_\_\_\_ in Form \_\_\_\_\_ to attend the trip to Toppings Book Shop on Monday 18<sup>th</sup> December 2017 between 3.10pm and 4.30pm.

I agree that:

- I will collect my son/daughter from Ely College at 4.30pm **OR**
- I give permission for my son/daughter to make their own way home from Toppings Book Shop at the end of the visit.

Signed \_\_\_\_\_ Parent/Carer

Date \_\_\_\_\_

