Dear «Parental\_Salutation»

**Re: «Forename» «Surname» «Reg»**

«Forename» has been asked to help support staff and students for a Year 6 Induction visit.  «Forename» will accompany me to **SCHOOL on DATE at TIME,** where they will be asked to give a short talk about Wildern School to the Year 6 students.

This is a wonderful opportunity for «Forename» to reassure the Yr 6’s about their move to secondary school and support them through the transition process. I hope that «Forename» will be able to support this visit.

If you are happy for «Forename» to accompany me please complete the parental agreement online through your Parentpay account to give consent for «himher» to attend this trip.  You will be asked to provide your emergency contact details and any relevant medical information.  If you have not already activated your Parentpay account and require your login details please do not hesitate to contact the Finance Office at finance@wildern.org.

«Forename» will need to meet me under the Wildern Sign at the front of school 30 mins before the time listed above. We will need to leave promptly so if they are not ready to go they will be unable to accompany me on the visit.

In the event that the visits take place over a break time please ensure your child has some food and water to take along with them.

**If you would like «Forename» to attend please complete the online Parentpay medical and consent sections by Friday 6th June 2025.**

Thank you for your continued support for the school.

Yours sincerely

**Mrs K Thomas**

Assistant Head