



9th September 2019

Year 6 Residential Journey – Windmill Hill – Sussex
Monday 12th – Friday 16th October 2020

Dear Year 5 Parents,

Following on from the letter with information about the Year 6 residential in 2020, you are invited to come to the parent information meeting where you can find out more about the trip.

The parent meeting to introduce the trip is on **Tuesday 17th September at 6:30pm** in the small hall. This will follow on straight after the Year 5 welcome meeting which is at 6:00pm.

A reminder about the details of trip are below:

You can visit the PGL website (<https://www.pgl.co.uk>) to find out more information about the Windmill Hill site and the activities on offer.

Price: Approximately £386 (final total to be confirmed depending on numbers going).

To guarantee your child a place, we will require a non-refundable deposit of £50 payable by **Monday 23rd September 2019**.

Payments can only be made by ParentPay (we are unable to accept cheques or cash). Please select: "Bawdsey Manor 12th – 16th October 2020." Please contact the finance office if you require a copy of your activation letter – finance@springpartnershiptrust.co.uk. Paying the deposit on ParentPay automatically acts as permission for your child to take part in this trip.

Please note that ParentPay will be open for this payment at the start of next term.

We wanted to give you as much advanced warning as possible so that we can spread out the payments. Instalments are required to be paid by the following dates:

Deposit	£50	23 rd September 2019
First Payment	£80	15 th November 2019
Second Payment	£100	30 th March 2019
Final Payment	£156 (Tbc)	12 th July 2019

If you require assistance with payment for the trip or require a personalised payment plan, please contact Tamara Kendall from our finance team on 0203 121 1113 or email her at tkendall@springpartnership.co.uk as soon as possible to avoid your child not being secured a place.

Please note the terms and conditions for cancellation charges:

- Cancelling more than 56 days before departure = Loss of deposit and first payment.
- Cancelling 56-29 days before departure = Loss of 60% of the total trip cost.
- Cancelling 28-15 days before departure = Loss of 80% of the total trip cost.
- Cancelling 14 days or fewer before departure date or afterwards = Loss of 100% of the total trip cost.

Aims of the residential trip:

- Allow pupils opportunities to have a range of practical experiences.
- To discover, explore and have fun with friends.
- To enable pupils to have an enjoyable and memorable experience.

Benefits:

- **Educational** –Year 6 children and teachers will get to know each other right at the beginning of the year so that relationships, learning and teaching can be highly effective during the children’s final year before moving on to secondary school.
- **Cost** – the cost of an educational trip in October is significantly less than in the summer term when demand is at its highest and centres are very busy.
- **Personal** - Opportunity to experience being away from home, practise personal organisation and co-operation skills as well as work with others in a variety of environments.
- **Development** - Opportunity to have an experience which can broaden the mind and inspire future trips and educational choices.

We look forward to a fantastic trip!

Yours Sincerely



Miss Hughes
Deputy Headteacher