



St. Edward's Church of England Academy
 Westwood Road, Leek, ST13 8DN
 Telephone: 01538 714740
 Principal: Mr. T. Hutchinson
<http://stedwards.academy>

September 2019

Dear Parent/Carer,

YEAR 8 OUTDOOR PURSUITS CAMP – OCTOBER 2020

Purpose of the visit	Outdoor education
Date	Monday 19th to Friday 23rd October 2020
Departure time	10.00am (approximately) – come to school as normal
Return time and place	3.00pm (approximately) at the bus park on Beggars Lane On the day of the visit, we will use Facebook and text message to advise of any delays.
Pupils should bring...	Kit list to be handed out during the parents' meeting
Clothing	Outdoor clothing (see above)
Medication	Please bring any medication required during this visit to the school office the week prior to the trip if possible, or on the day of departure if medication is needed at home during the weekend prior to departure.
Cost	£326.00. A non-refundable deposit of £80.00 to be paid by Friday 18 th October 2019. Payments can be made in instalments – please see full details below. Please note that deposit payments or consent forms will not be accepted after the final payment date of Friday 18th October 2019.
Terms and conditions of the booking	Please see full details below

The Year 8 Outdoor Pursuits Camp for October 2020 has been booked at the exciting location of Boreatton Park in Shropshire, which is a PGL centre. If you have not heard of PGL, it is a company which has been involved in the provision of children's outdoor education since 1957. To quote from their website, "We build high quality, safe adventure centres, dedicated purely to children, using only top quality equipment. We employ a specially trained, motivated and compassionate team with specialist activity instructors. We offer exciting and inventive holidays, with never a dull moment from dawn 'til dusk." For more information, please see the following website: www.pgl.co.uk/parents.

Boreatton Park is PGL's biggest and most popular centre, set around an impressive mansion house which dates back to 1857 and which has a different window for each day of the year! Our accommodation will be either within the mansion house or in wooden lodges near to the mansion house. Boreatton Park can offer more activities than any of PGL's other adventure centres in the UK. The grounds are so large, the children may not have chance to explore them all, even by the end of the week! There are many great facilities spread over the 240 acres of grounds, including a river, three lakes and a 37ft sandstone cliff for abseiling. There are also five zip wires (including one across a lake), abseil towers, a high ropes course, Jacobs' Ladders, five quad bike tracks, six giant swings and a sports hall with an indoor climbing wall. Activities during the week may include using some of the facilities already listed above plus others such as kayaking, archery, raft-building, bush-craft, team building, problem solving, etc. Each evening there is a fun-packed entertainment programme to engage your child.

Please note that we have booked 133 places for this outdoor education trip and have based this figure on the average number of pupils who have chosen to participate in similar trips over the last few years. We expect this number of places to fill up quickly, so please book early.

If you would like your child to attend the Year 8 Outdoor Pursuits Camp 2020, a non-refundable deposit of £80.00 is required by Friday 18th October 2019 to secure a place.

The total cost of the week, including transport, will be **£326.00**.

As this is a considerable amount of money and we appreciate that some parents will still be paying towards the Year 7 French trip, we are offering two payment options to parents:

All: Pay a non-refundable deposit of £80.00 via ParentPay by Friday 18th October 2019 to guarantee your booking.

Option 1 Make the final payment (another £246.00) immediately – no further payment will be required.

Option 2 After paying the initial non-refundable deposit of £80.00, make three further payments:

A payment of £80.00 by 31st January 2020

A payment of £80.00 by 31st March 2020

A final payment of £86.00 by 31st May 2020

We can only guarantee your child a place if you pay the initial £80.00 non-refundable deposit by Friday 18th October 2019.

According to PGL's terms and conditions, if you cancel your child's place, the following fees will apply:

"In the event of cancellation by a paying member more than eight weeks before your course, the deposit and any interim payments may be transferred to a substitute member. However, if this is not possible, then the deposit and any interim payments will be retained by us. For cancellations made less than eight weeks prior to your course, the payments made may be transferred to a substitute member but we reserve the right to charge an administration fee of £25, plus any direct costs incurred. However, if a transfer is not possible, the cancellation will be subject to the following charges:

- More than eight weeks before travel (before 24th August 2020) we will retain any deposits paid.
- Between 56 and 29 days before travel (24th August 2020 to 20th September 2020) we will retain 60% of the full course cost.
- Between 28 and 15 days before travel (21st September 2020 to 4th October 2020) we will retain 80% of the full course cost.
- 14 days or less before travel (from 5th October 2020) we will retain 100% of the full course cost."

Please note that although withdrawals due to illness/medical reasons with documented proof can be claimed from the insurance, any withdrawal for other reasons can only be refunded at the school's discretion if another pupil is able to take the place. No refunds will be possible within two weeks of the trip and any refunds are calculated on a sliding scale prior to this. Like with any holiday booking through a travel agent, deposits are not refundable. In addition to this, if the agreed amount is not paid in full by the dates agreed, your child may not be allowed to travel. Please note that the school will not be responsible for any fees associated with cancellations or changes.

Please note that St Edward's Church of England Academy continues to reserve the right to refuse participation on any educational, sporting or leisure visit on the grounds of Health and Safety, which may or may not be related to behaviour. Any pupil whose behaviour becomes unacceptable may be excluded from the visit and any expenses will be the responsibility of their parents or carers.

The Milner Bequest Charity Fund is available (by application) to provide financial assistance to needy families who live in Leek. If you feel that your child is unable to take part due to financial concerns, please contact the school via financeoffice@st-edwards.staffs.sch.uk.

If you would like your child to attend this camp, please complete and return the consent form below to by Friday 18th October 2019, with the relevant payment option ticked, and pay the non-refundable deposit of £80.00 via ParentPay. Further information regarding this trip will be sent out at a later date.

Yours sincerely,

Mr T Hutchinson
Principal

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YEAR 8 OUTDOOR PURSUITS CAMP – OCTOBER 2020

Pupil's name _____ Tutor group _____

EITHER:

I give permission for my child to attend the Year 8 Outdoor Pursuits Camp in October 2020.

Please tick **one** of the boxes below

- I will make the full payment of £326.00 now (including £80.00 non-refundable deposit to be paid by Friday 18th October 2019) via ParentPay.
- I will pay the non-refundable deposit of £80.00 now (by Friday 18th October 2019) via ParentPay followed by three further payments:

A payment of £80.00 by 31st January 2020
A payment of £80.00 by 31st March 2020
A final payment of £86.00 by 31st May 2020

OR:

- My child does not wish to attend the Year 8 Outdoor Pursuits Camp in October 2020.

Signed by parent/carer _____ Date _____

*Please return this consent form to your child's House Tutor or the school office by **Friday 18th October 2019.***