

Headteacher: Mr Paul Henery

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Ofsted Registration number: 121024



29 October 2019

Dear Parents/Carers,

Brancaster Activity Centre residential trip Wednesday 22 April – Friday 24 April 2020

I do hope that those of you who attended the meeting about the proposed Brancaster field trip for year 4 pupils found it informative and helpful. For those of you unable to attend, the PowerPoint and presentation we used at the meeting have been put on the school website (Parents – School trips)

We very much hope to take our year 4 pupils to Brancaster in the Spring term. The Centre is used by many Primary schools for residential trips, and is well equipped to make sure that each child gets the most from this residential experience. The centre is within walking distance of Brancaster beach and has wonderful views of the saltmarsh and coastline. It is a great base from which our pupils can explore the coast, through a range of exciting activities.

The group leader will be Miss Bode, so the pupils will be with their class teacher throughout the duration of the trip. Support staff, with relevant first aid training and who are familiar to the pupils will also be accompanying the children, with additional support for pupils with particular needs. The ratio of adults to children will be well within the county guidelines for field trips of this sort. We shall give you further details about the staffing arrangements nearer the time, once this is finalised.

Choice of Brancaster Activity Centre:

We have decided to choose Brancaster for our residential this year for the following reasons:

- The centre is managed by the National Trust and employs experienced and enthusiastic staff
- We will have sole use of the centre
- Brancaster Activity centre promotes the ethos of nurturing the individual and caring for our beautiful coastal environment.
- Our North Norfolk coastline is an area of outstanding natural beauty, and we want our pupils to experience and learn from it.
- A trip to Brancaster provides enhancement of our curriculum, particularly Science, Geography and Ecology; we can choose from a wide variety of team work opportunities and adventurous outdoor activities.



How much will the trip cost? The full cost to parents is £148.00 which will include transport to and from the centre, accommodation, meals and all expert-led activities.

Payment for board and lodging for a residential trip is compulsory, with the balance funded entirely by voluntary contributions from parents. If there are insufficient voluntary contributions made towards the cost of the trip, it may have to be cancelled, as any shortfall would need to be covered from the school budget.

Parents, whose children are eligible for free school meals, are entitled to have their board and lodging subsidised by the Pupil Premium (additional funding which is received from the government for those children). This amount is £83.00. The remaining cost of the trip plus the cost of transport, for those parents, will be sought from voluntary contributions (£65). If this applies to you, please speak to Mrs Copsey regarding payments.

Cancellation: *Payment will be due in full unless the cancellation is made more than 6 weeks before the trip date, **as we have to confirm final numbers and pay the final amount due to Brancaster by this date.** Any notice of cancellation must be made in writing. If cancellation is due to illness or incapacity, a refund can usually be made upon receipt of a Doctor's certificate and by completion of a claim form to enable you to claim on the school's insurance.*

We would love to see as many of the children pupils as possible go on the 2020 trip to Brancaster and we are happy to talk over any concerns pupils or parents might have which could prevent anyone attending.

We now need to know exactly how many pupils we shall be taking in April, and the commitment of parents towards the trip. ***Please return the slip below by Monday 11 November with a deposit of £33** (non-refundable), in a sealed envelope clearly marked "Brancaster residential") to your child's class teacher. Please make cheques payable to Acle St Edmund Primary School. In order to help parents we are arranging to spread payments over the next few months and are recommending parents pay in instalments by the following dates:

£38 - By 14 Jan '20 £38 – By 15 Feb '20 £39 - By 15 March '20 (*final payment due date*)

If there is insufficient interest in the trip we will let you know as soon as possible, and deposits will be returned.

Please come to see Miss Bode or myself if you have any further questions. If you feel that you will have difficulties in fulfilling your commitment towards the cost of the trip, please discuss this with any of us in confidence.

Yours faithfully

Mr Henery



***Please return this slip by NOVEMBER 11 - even if your child is NOT going on the trip, so that we can account for all children.**

Reply Slip - BRANCASTER Residential - 22 to 24 April 2020

My child _____ * **will / will not** be attending the

Brancaster residential trip (*please delete as appropriate)

Please tick the box(s) below

I will pay the full cost of the trip of £148

or

I intend to make a contribution of £ towards the cost of the trip (min £83)

I am in receipt of FREE SCHOOL MEALS, which allows my child to have free board and lodgings and will make a voluntary contribution of £.....

I enclose a non-refundable deposit of £33 to secure my child's place on the trip

I have paid the £33 deposit online (**delete as applicable**)

Signed (Parent / Guardian)

Please make cheques payable to Acle St Edmund Primary School and return in a sealed envelope marked BRANCASTER to your child's class teacher or directly to the school Office. Cheques or payment online are our preferred method of payment for this trip.