



Headteacher

Mr Richard Catchpole BSc (Hons) PGCE NPQH

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Friday 12 November 2021

Dear Year 5 Parents and Carers

Year 6 Residential Visit to PGL Windmill Hill Activity Centre, East Sussex – 19th to 23rd September 2022

In Year 6 we take the children on a residential trip to the PGL Windmill Hill Centre in East Sussex which offers excellent activities and adventurous challenges for the children. We are pleased to inform you that the Year 6 residential trip is now booked to take place from **Monday 19th to Friday 23rd September 2022**.

We are very much hoping that any Covid restrictions won't impact our ability to go ahead with this trip, and at present are aiming for the trip to go ahead as planned.

You may have read a recent news article about OFSTED visits to PGL centres. Following these visits OFSTED has withdrawn the right of certain PGL sites to be allowed to host visits for unaccompanied children. We would like to reassure you that we have been in touch with our Surrey Educational Visits Advisor who has assured us that our trip is able to go ahead. The concerns raised by OFSTED are linked to PGL's 'unaccompanied children' provision (childcare and school holiday care) and not their school residential trips. During our school visit, our children are in the care of BJS school staff who act in loco-parentis, and are not left unaccompanied with PGL staff. We have been advised that PGL still hold the requisite credentials to hold school residential trips and that school trips to Windmill Hill can still go ahead. If you have any concerns about this then please do not hesitate to get in touch.

We are letting you know the details of the trip cost well in advance so that you can spread the payments if you prefer and for us to secure the booking. **The total cost of the trip is £402.00** which includes all travelling, accommodation, bedding, activity costs and insurance. This also includes an early bird booking discount which has reduced the overall trip cost. Whilst this is considered a voluntary contribution, we regret that if we do not get enough people committing to the trip and paying the first 2 deposit payments, and if we do not cover all the remaining cost we may have to cancel the trip. As part of the terms and conditions of booking the first 2 instalments are non refundable. Due to the Covid restrictions this year, PGL has informed us that it is currently negotiating enhanced insurance to cover/refund all monies paid if the trip is unable to go ahead due to Covid restrictions but at this point in time this is not confirmed. In non-Covid times standard residential trip/travel insurance terms and conditions would apply to this trip. Please contact Mr Catchpole as soon as possible if you need to talk in confidence about any difficulty in covering the cost.

To help spread the cost of the trip, payment may be made in eight instalments. To meet the early bird booking discount terms and conditions, we have to pay the initial deposit by Friday 26th November. We would be grateful for the money to be paid by the following dates for us to fulfil our booking obligations to PGL:

£45.00 by Friday 26th November 2021 *

The first instalment is non-refundable *

£65.00 by Friday 17th December 2021 *

The second instalment is non-refundable *

£48.67 by Friday 21st January 2022

£48.67 by Friday 25th February 2022

£48.67 by Friday 25th March 2022

£48.67 by Friday 22nd April 2022

£48.66 by Friday 20th May 2022

£48.66 by Friday 17th June 2022

Please complete and return to school the consent slip below with your first payment (whether in full or the first instalment) **by Friday 26th November 2021**. If you would prefer to make one payment, please send the total payment of £402.00 (£110.00 is non-refundable) by Friday 26th November. Payment can be made through Parentmail PMX (or if necessary by cheque payable to "Busbridge Junior School").

More information regarding this residential trip will follow as we receive any updates and at a parent information evening towards the end of this academic year in the summer term. Please do not hesitate to contact us if you have any questions or visit the PGL website <https://www.pgl.co.uk/en-gb/school-trips/resources/parent-guide/about>.

Yours faithfully

Mr Richard Catchpole
Headteacher



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Child's Name..... **Class**.....

I give permission for my child to take part in the residential trip to PGL Windmill Hill YES / NO

I have read and understand the payment conditions above YES / NO

OR a) I have paid either the first instalment of £45.00 via ParentMail PMX or cheque YES / NO

b) I have paid a one-off payment in full of £402.00 via ParentMail PMX or cheque YES / NO
(please note cheques should be made payable to "Busbridge Junior School")

Parent/Carer name (please print):.....

Signed..... **Parent/Carer** **Date**.....

Please return this slip with payment by Friday 26th November 2021