

# Grove Road Primary School



27<sup>th</sup> April 2017

To: Parents of current Year 5 pupils

Dear Parents

## Year 6 Residential trip 2018

As you are probably aware Year 6 children have a residential trip in the summer term. We have made a provisional booking at the PGL centre near Swindon leaving school at **9.30am on Monday 21<sup>st</sup> May 2018 and returning lunchtime on Friday 25<sup>th</sup> May 2018.**

The extensive activities at the centre are designed to encourage personal skills and team development and build upon the children's independence in preparation for their move to secondary school. We have stayed at this centre for over six years and have been very impressed with the site and its facilities. We investigated several other similar activity centres this year to compare cost and quality. Once coach costs and range of opportunities were taken into account, it was clear that PGL Liddington offers the best value for money and experience for your children.

Nearer departure there will be a meeting dealing with details such as kit lists, medical and travel information. A programme of activities will be agreed in conjunction with the centre nearer the time.

We understand this trip is a large financial commitment, so by starting the process now in year 5, it allows the cost to be spread over a longer period of time. The overall cost includes accommodation, all meals, bedding, return travel, insurance, school costs and staffing, as well as the full programme of challenging activities with qualified instructors. If you anticipate financial difficulties with the instalment payments please contact Mrs Slade (all finance enquiries are in confidence) by 19<sup>th</sup> May 2017 if you wish to ensure a place is reserved for your child.

The cost for the week will be **£455**, and we ask that you pay for the trip in instalments over the next year until March 2018. All payments should be made via School Gateway, and you will be able to see the instalment details when you log on. You are also able to pay off more than one instalment should you wish. It is your responsibility to go onto the payment system to pay.

Initially, we require a **Consent form and non-refundable deposit of £50 by Friday 19<sup>th</sup> May 2017**. This is due immediately to PGL to secure an early booking discount included in the above cost as it is such a popular week. Thereafter, we require instalments of £40 by the end of each month (£45 in June 2017). The full cost of the trip should be paid off by **Thursday 29<sup>th</sup> March 2018**.

This is a fabulous opportunity for the children and one they will remember forever.

If you have any questions regarding the centre, the trip itself or financial arrangements please e-mail: [bursar@groveroad.herts.sch.uk](mailto:bursar@groveroad.herts.sch.uk) .

Regards,

Lorraine Slade  
Finance Manager

## Consent and Payment Form

### Year 6 Residential trip, PGL 2018

Please return this consent slip in an envelope with your child's name on it to their current Year 5 class teacher, not via the office, by Friday 19<sup>th</sup> May 2017 at the latest.

Your non-refundable deposit should also be paid through School Gateway by this date.

Name of child:	Current Y5 Class:
----------------	-------------------

- I would like my child to participate in the Year 6 Residential trip 2018
  - I have paid the **£50 non-refundable deposit** through School Gateway
  - I acknowledge that instalments are due by the end of each month
  - I acknowledge the full balance is payable by 29<sup>th</sup> March 2018
- I have **e-mailed\*** you to discuss difficulties paying the deposit now or for the whole trip
- I do not wish my child to go on the Year 6 Residential trip.

Signed:

Parent / Guardian

Print name:

For ease and efficiency of administration it is easier if the Finance Manager can contact you regarding queries on this trip by e-mail. Please confirm your e-mail address to ensure our records are up to date.

Parents e-mail address:
-------------------------

---

\* [bursar@groveroad.herts.sch.uk](mailto:bursar@groveroad.herts.sch.uk)