



CHESSWOOD JUNIOR SCHOOL

Home of Bright Sparks

Chesswood Road Worthing West Sussex BN11 2AA

Head Teacher: Mr Andrew Jolley

www.chesswood.w-sussex.sch.uk

office@chesswood.w-sussex.sch.uk

Tel: Worthing (01903) 204141/2



November 2019

Year 4 Carrot Wood Residential – September 2020

Dear Parents

We are now taking bookings for the Carrot Wood residential in September 2020. The trip will take place in two groups – one from Monday 21st to Wednesday 23rd September and the other from Wednesday 23rd to Friday 25th September. The class splits and dates will be decided once numbers for the trip are known.

The purpose of the trip is to enhance the curriculum for the pupils and they will be taking part in several outdoor activities such as canoeing, archery, climbing, swimming and other sports and outdoor activities. It is also an ideal time for developing friendships and getting to know other children and staff.

The total cost of the trip is likely to be £177 depending upon the number of children taking part. This includes an element for board & lodgings of £90 which includes breakfast, packed lunch and cooked evening meal and which is chargeable to parents. If a family is in receipt of specific benefits which mean that your child is eligible for free school meals, the school is obliged by law to waive the charges for board & lodgings. A list of the benefits applicable is set out in the School Prospectus and in the school's charging policy. If you wish to speak to us in confidence about this please email kbrown@chesswood.w-sussex.sch.uk or call into the school office.

Parents/carers are asked to make a voluntary contribution for all other costs, including transport. Parents/carers are not obliged to make a contribution but it is probable that if insufficient monies are received then the trip may well have to be cancelled. If there are exceptional cases of hardship please speak to Kate Brown, our Trip Co-Ordinator, to discuss the situation in confidence.

The trip is priced at cost. The school does not make a profit nor do we overprice to cover the risk of shortfall in voluntary contributions.

A non-refundable deposit of £40 will be payable by **Friday 7th February 2020** with the final balance due by July 2020. We will confirm the total cost of the trip once deposits have been received and costs confirmed.

As we will be staying in residential buildings, we have limited space for 64 pupils per group – 2 groups.

If the trip is over-subscribed, pupils will be picked randomly from applications received by 3.30pm on **Friday 7th February 2020**. Any unsuccessful applications will then be held on a waiting list.

If you wish your child to take part in the trip, please complete the attached form and return it, **with your £40 non-refundable deposit**, by 3.30pm on **Friday 7th February 2020**. Please can you ensure that the deposit is paid by **cheque** (payable to Chesswood Junior School) **or cash** (in a named envelope). These monies will be held in abeyance until numbers are finalized and a place on the trip is confirmed. At this point the trip will then be put on SchoolsBuddy which will act as a receipt for your deposit and allow future instalments to be made online as well as cheque or cash. If your child is unsuccessful in gaining a place on the trip then we will, of course, return the deposit to you.

Please see below the payment schedule for the trip. Parents may pay in instalments or the full amount (once a place is confirmed). By continuing to apply for this visit, you fully accept the payment plan below.

| | | |
|------------------------|-------------------------------------|---|
| Payment dates - | 7th February 2020 | £40.00 non-refundable deposit |
| | 20th March | £40.00 |
| | 24th April | £40.00 |
| | 5th June | £30.00 |
| | 3rd July | £27.00 (<u>full payment must be made by this date</u>) |

We are also looking for some additional parent helpers for this trip to help things run smoothly. If you have experience of taking children on residential trips or help run a Cub or Brownie Group or similar we would be especially keen to hear from you.

For those of you who weren't able to make the meeting yesterday, we have put the information on the school website – parents/latest correspondence/Yr 4 Carrot Wood parent meeting.

Yours sincerely

Ms Z Monger
Year 4 Leader

**REPLY SLIP: Year 4 Carrot Wood Residential September 2020 Deposit –
please return by Friday 7th February 2020**

Pupil details

| | |
|--------------------------|--|
| Pupil name: | |
| Class: | |
| Parent signature: | |
| Date: | |

Payment details

(Please indicate your payment choice)

| Payment option | |
|--|-------------------------------------|
| <p>Cheque (Payable to Chesswood Junior School)</p> | <p>Cash (in named envelope)</p> |
| Payment amount | |
| <p>£40 deposit</p> | |

Please sign where indicated and return with your payment to the school office. Thank you