

17<sup>th</sup> May 2018

**TO PARENTS / CARERS OF CHILDREN IN YEAR 4**

Dear Parent / Carer

**RE: SCHOOL JOURNEY - PGL Tregoyd: Monday 23<sup>rd</sup> September 2019 till Friday 27<sup>th</sup> September 2019**

We are planning a school journey for when your child will be transitioning to Year 6 in September 2019. A school journey at this time of year helps to keep the cost down and means that the team / relationship building that happens on the trip supports their learning for the whole year.

The letters are being sent now so as the payments can be made over the year.

We have provisionally booked a school journey for your child when they are in Year 6 in September 2017 to a PGL Centre at Tregoyd, Wales for the week of **Monday 23<sup>rd</sup> September 2019 – Friday 27<sup>th</sup> September 2019**. It seems a long way off, **but by booking early, we secure a £20 discount on the cost of the trip.**

PGL are offering us a multi-activity week, which could include abseiling, archery, orienteering, and climbing.

The cost of the trip is **£440**, which is reduced to **£420** with the **early booking discount**. This includes travel, board and lodging at the Centre and instruction for all activities. The first meal provided will be an evening meal on Monday, and the final meal will be lunch on Friday.

There will be a subsidy available for children who are Pupil Premium.

If you are interested in sending your child on school journey, you need to complete the attached slip and return it to school as soon as possible, but by **Monday 25<sup>th</sup> June with the £50 deposit**. If your child goes on the school journey you will need to pay these amounts by the following dates:

<b>Deposit (nonrefundable)</b>	<b>£50.00</b>	by	<b>Monday 25<sup>th</sup> June 2018</b>	
	<b>£40.00</b>	by	<b>Friday 3<sup>rd</sup> July 2018</b>	
	<b>£40.00</b>	by	<b>Friday 21<sup>st</sup> September 2018</b>	
	<b>£40.00</b>	by	<b>Friday 19<sup>th</sup> October 2018</b>	
	<b>£40.00</b>	by	<b>Friday 16<sup>th</sup> November 2018</b>	
	<b>£25.00</b>	by	<b>Friday 25<sup>th</sup> January 2019</b>	
	<b>£40.00</b>	by	<b>Friday 22<sup>nd</sup> February 2019</b>	
	<b>£40.00</b>	by	<b>Friday 22<sup>nd</sup> March 2019</b>	
	<b>Final Payment</b>	<b>£40.00</b>	by	<b>Friday 26<sup>th</sup> April 2019</b>
		<b>£40.00</b>	by	<b>Friday 17<sup>th</sup> May 2019</b>
<b>£25.00</b>		by	<b>Friday 14<sup>th</sup> June 2019</b>	
	<b>£20.00</b>	by	<b>Friday 28<sup>th</sup> June 2019 (if not paid above on time)</b>	
<b>Total:</b>	<b>£440.00</b>			

**Please Note:**

It is very important that we receive payments from you by the above deadlines, as we have to make installment payments to the PGL. Deposits are non-refundable. If you book a place that you later cancel, you may be liable to cancellation penalties. **These will increase the later the cancellation occurs.**

If you wish to make a weekly or monthly payment, we will be more than happy to help you with this. Please make all payments via the ParentPay website as this allows you to pay by credit/debit card and to simply track your payments. It also provides you with receipts for all deposits. Your username and password are the same as school lunches/ clubs.

If this is not possible, please request alternative methods of payment in the school office.

We hope to be able to offer a place to all children who apply.

I look forward to hearing from you.

Yours sincerely,



Iona Mumby  
Assistant Headteacher/School Journey Leader

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**REPLY SLIP – To be returned to the school office by Monday 25<sup>th</sup> June 2018**

**CHILD'S NAME:** \_\_\_\_\_

**CLASS:** \_\_\_\_\_

**Please tick one box only:**

I would like my child to be considered for the school journey to PGL on Monday 23<sup>rd</sup> September 2019 – Friday 27<sup>th</sup> September 2019, and understand the cost will be £440.00. **(£420.00 including an early booking discount if payments are made on time).** I have paid the £50 deposit on Parent Pay.

I would like my child to be considered for school journey. I am in receipt of universal credit and would like to be considered for a subsidy. I have paid the £50 deposit on Parent Pay.

**I do not wish for my child to go on school journey.**

**Signed** \_\_\_\_\_

**Print name** \_\_\_\_\_