

STO/vst

27th February 2020



Dear Parent/Carer,

Year 7 PGL Residential

I am delighted to be able to inform you of a fantastic opportunity for your son/daughter as they begin their school life at Worthing High School.

We have arranged with PGL a 3 day residential for all of our year 7 students from Friday 18th September to Sunday 20th September 2020. It is expected that all students in Year 7 will attend this trip.

Students will spend 3 days with other year 7 students getting to know each other and their new staff. They will carry out a series of adventurous and team building activities (including an excellent night hike!) to form friendships and build confidence.

The total cost of **£140** is fully chargeable to all parents/carers to be paid by Friday 1st May. This includes all food, accommodation and all activities. Further details on clothing and what to bring will be provided at a parents meeting, in September, prior to the trip.

Please note that the booking terms require that the school makes regular payments to the travel organisers and once these payments have been made they cannot be refunded unless the trip is cancelled by the school or your child is removed from the trip. Please see our Charging and Remission Policy for more information.

Worthing High School uses a system called Wisepay for all trip booking and payments. Once you have accepted your place at Worthing High School you will be sent your log in details for Wisepay. If you would like your son/daughter to be considered for this opportunity, please log on to the Wisepay system, register and pay the initial deposit of **£70.00** by **Friday 1st May 2020**. Students with a consistently poor behaviour record are not permitted to participate in our offsite activities programme, including this trip, and will be removed.

To help with financial planning we are also willing to accept payment by an alternative instalment plan. Please contact the Finance Office in the strictest confidence, should you wish to meet the cost in this way.

In accordance with our school Charging and Remission Policy this residential trip is considered as an 'optional extra' and therefore a charge can be levied which includes travel costs, board and lodging costs, materials and other equipment, non teaching costs and teaching staff costs. This charge will not exceed the actual cost

of the provision for each individual student. Students are therefore required to fund the full cost of the trip.

In exceptional cases of hardship, the school will only be able to initially support students eligible for FSM, subject to the outcomes of the trip supporting the Personal Learning Action Plan of the individual student. However, all parents/carers are required to pay the £66.55 board and lodging element which is fully chargeable.

Parents in receipt of Pupil Premium, which is established for disadvantaged students, can request support but this will be at the discretion of the school.

Payments can be made in instalments as outlined below.

Friday 3 rd April 2020	Payment 1	£70.00
Friday 1 st May 2020	Payment 2	£70.00

Payment is through Wisepay ONLY - cheques can only be accepted in special circumstances. If you are unable to access Wisepay please contact Mrs V Strudwick trips@worthinghigh.net who can assist you. If you do not have a credit/debit card or do not wish to use Wisepay, please indicate on the reply slip and include a cheque.

We hope that your son/daughter has a positive start to their school life at Worthing High School and hope you agree that this opportunity will give them a great opportunity to form positive relationships which we hope will continue throughout their time here.

If you have any questions regarding the trip please contact Mr Townsend (stownsend@worthinghigh.net)

Yours faithfully

Mr S Townsend
Y7 Progress Leader

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Only complete slip if not completed through the WisePay system

Please return to the Finance Office at Worthing High School by Friday 3rd April 2020.

My son/daughter wishes to attend the PGL Windmill Hill 3 day residential on Friday 18th September to Sunday 20th September.

I enclose Payment 1 of £70.00 by Friday 3rd April 2020

I will pay Payment 2 of £70.00 by Friday 1st May 2020

Please can you advise us of any Medical Conditions, ailment, allergy, condition or diet that requires the attention of the organiser (e.g. hay fever, allergies, asthma, vegetarian). **(You do not need to fill this in if you have returned the Data sheet included in your starter pack)**

Medical Conditions/Allergies or Dietary requirements
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I authorise the organiser to act on my behalf in an emergency and to sign on my behalf any consent forms required by medical authorities if they know that it would not be advisable to wait for my own signature.

Student's name (printed): _____

Signed: _____ Parent/Carer Date: _____