



21st September 2023

Dear Parents/Carers,

Year 3/4 - Horstead Centre Residential Trip: 29th April – 1st May 2024

We are offering Year 3 and 4 children the opportunity to go on a residential trip to the Horstead Centre. The children will be involved in a variety of outdoor pursuits which may include archery, canoeing and raft building.

We will be leaving school on Monday 29th April, travelling by coach, returning to school on Wednesday 1st May (times to be confirmed). Closer to the time we will arrange a parents information meeting, and a kit list, full itinerary and medical forms will be sent home.

The cost to parents will be **£155.00**, this includes all accommodation, food, trips and activities. We require an initial deposit of **£30.00** by **Friday 20th October 2023**.

There are 40 spaces available and places will be allocated on a first come, first served basis. Payments can be made at any time, we recommend smaller weekly or monthly amounts, as long the whole amount is paid by **Wednesday 27th March 2024**.

You may wish to read the charging and remissions policy on our academy website for more information about paying for trips.

Please note that should you cancel your child's place during the year your deposit is non-refundable.

Should you have any questions, worries or concerns, please do not hesitate to contact Mrs Harvey.

.....

As we are now a cashless academy – all residential trip payments will need to be made online via Parentmail. **This residential trip will be live to purchase on Parentmail from Monday 25th September (mid-morning). We will send a text when it is live.**

1. Login to your Parentmail
2. Click on Payments
3. Click into 'Shop'
4. Add the Horstead Residential Trip to your basket and checkout as normal

Please note – we require a deposit of £30.00 for this trip, the remaining balance can be paid in 1 block or broken down into smaller payments (e.g. £5 a week, £20 a month etc)

