



St Cuthbert Mayne School

Joint Catholic and Church of England 11-18 Comprehensive School Dioceses of Plymouth and Exeter

Headteacher
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www.st-cuthbertmayne.co.uk



Dear Parent/Carer,

RE: Year 8 Residential - London

I am writing to inform you of the residential trip being offered to your child this academic year. The Year 8 students will have the opportunity to attend an exciting and culturally rewarding trip to London. We are offering a 3 day and 2 nights residential, from Wednesday 18th July to Friday 20th July 2018.

I can fully appreciate that it might seem very early in the year and that some students have only recently attended the Bude trip, but I think it is useful to plan early and also to spread the cost across as much of the year as possible.

The general itinerary for this trip is listed below but please be aware that at this early stage, some aspects might be subject to change:

Wednesday 18th July – Harry Potter Studio, Covent Garden, Hard Rock Café, West End Theatre

Thursday 19th July – Chessington World of Adventures, Pizza Express, London Eye, Thames River Cruise

Friday 20th July – Thorpe Park

The cost of the trip is £344.18 which includes all activities listed above, food, accommodation and travel. It is only food for the journey to and from London that isn't covered. The payment for this is staggered across the academic year according to the schedule below, but of course you can pay in full if you wish at any point. It is essential that this schedule is adhered to.

Please note that if your child is eligible for Pupil Premium funding (Free School Meals at present or Free School Meals within the last 6 years or Looked After Child), you will be able to receive Pupil Premium funding towards the cost of school trips (a subsidy of 50% towards the full cost of the trip but not exceeding £200 in any one academic year). Please put your request for this funding in writing to the Headteacher for each trip your child wishes to attend. You will receive written confirmation of all/any funding you are awarded for each trip.

Payment schedule:

1. Initial payment by Thursday 12th October 2017: £55
2. Second payment by Thursday 30th November 2017: £70
3. Third payment by Thursday 8th February 2018: £70
4. Fourth payment by Thursday 5th April 2018: £70
5. Final payment by Thursday 17th May 2018: £79.18

PAYMENT: All payments for school trips and resources are made via ParentPay. Please pay online by logging into your account at www.parentpay.com or ask the Finance Office about paying cash via PayPoint outlets. The Finance Office no longer accept cash or cheques for school trips or resources but are happy to help you with any ParentPay queries or problems.



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Christ is our Cornerstone

Please be aware that there is a high possibility that the cost of this trip will change, depending on the number of students that attend. If this is the case, you will be informed as soon as possible and any additional costs will be added to the final payment figure. I am hoping and anticipating that the cost will in fact decrease and if so, the final payment figure will be reduced or you will be refunded with the difference.

If we are unable to fill enough spaces (minimum number not yet confirmed), there is a possibility the trip will have to be cancelled.

To ensure the safety and enjoyment of all students, students will only be allowed to participate if they have an excellent behavioural and attendance record. Please therefore note that if students have in the future any behavioural, attendance or effort issues, they might not be allowed to participate in the trip.

I also wanted to take this opportunity to raise the issue of the recent attacks in London, as understandably this might cause some apprehension amongst students and parents. The trip will of course be fully risk assessed according to guidance given by the Local Authority and Government which will include terrorist related incidents. Also, as a parent and school community, if we feel closer to the time that any aspect of the trip is of concern, we can discuss this together and consider making appropriate amendments. I am happy to further discuss this prior to the initial payment deadline if you wish.

The only way to secure your child's place on this trip is to pay the non-refundable initial payment by the deadline listed below.

What to do next?

- 1. Pay the initial payment of £55 on ParentPay by Thursday 12th October 2017.**
- 2. Return the reply slip on page 3 and the SOE3 form to Mr Chapman or Mrs Woods.**

You will receive more information about this trip, including a specific itinerary closer to the time but if you have any questions at all about this trip please do not hesitate to contact me.

Kind regards



Mr P Chapman

REPLY SLIP (PLEASE RETURN TO MR CHAPMAN OR MRS WOODS BY THURSDAY 12TH OCTOBER 2017)

[PLEASE READ THE FOLLOWING INFORMATION VERY CAREFULLY]

I/We understand that by committing my/our child to this trip I/we are entering into a contract with the school whereby no monies will be refunded if I/we choose to withdraw the child from the activity.

The Local Authority has a travel insurance policy that may cover part of the costs for children who are unable to go on the trip for unavoidable reasons. A copy of this policy can be found at;

www.st-cuthbertmayne.co.uk

No monies paid will be refunded and I/we also understand that should the student be withdrawn before the balance has been paid in full, the outstanding sum will be sought by the school and will be my/our responsibility.

Name of Student: _____ Form: _____

I would like my son/daughter to attend the 2018 Year 8 Residential to London and I have paid the initial payment of £55 using ParentPay. I understand that by signing below I am entering into a contract with the school and I hereby agree to pay the total cost of the trip; £344.18 by Thursday 12th May 2018. I give permission for my son / daughter to be part of any group photographs should the opportunity arise. Should you have any issues with this please contact their form tutor.

Signed: _____ (Parent/Carer)

Please do not return this slip until the initial payment has been paid on ParentPay.
Form SOE3: Parental consent for off-site activities

Dear parent or guardian

You have already received details about our forthcoming visit or activity. Please complete and return this form giving your consent for your child to take part in this activity.

School, college or establishment:

St Cuthbert Mayne School

Visit or activity:

Year 8 London Residential

Dates and times:

(Approx 6am) Wednesday 18th July – (Approx 11pm) Friday 19th July 2018

Name of child

Date of birth

Special details - any information about your child's health which may need special attention, but does not prevent them from taking part should be noted below. (For example; any allergies, any medication needed and the dosage, travel sickness, diabetes, asthma or epilepsy?)

Has your child had any relevant recent illness?

Does your child have any specific dietary requirements?

Do you have any additional comments?

Swimming ability (for water based activities)

Is your child able to swim 50 metres? YES / NO

Is your child water confident for the proposed activity? YES / NO

1. I would like my child to take part in this visit or activity and having read the information provided agree to him/her taking part in the activities described.
2. I consent to any emergency medical treatment required by my child during the course of the visit.
3. I confirm that my child is in good health and I consider him/her fit to participate.

Signature of

Parent or guardian

Date

Name of parent or guardian

Address

Telephone number

Home:

Work:

Name of family doctor

Approximate date of last tetanus injection: