

BOURNE ABBEY CHURCH OF ENGLAND PRIMARY ACADEMY

Executive Headteacher: Mrs S J Moore

Head of School: Mrs S L Buttress

**Abbey Road
Bourne**

Tel: 422163



13th September 2021

Dear Parent / Carer

**Year 4 Residential Visit to PGL Centre at Caythorpe Court, Lincolnshire
16th - 18th March 2022**

We are now in the process of planning our Year 4 residential visit 16th - 18th March 2022 to the PGL Centre at Caythorpe Court. Current DfE guidance allows for residential visits to take place and we are confident that our provider has robust 'live' risk assessments in place which we will monitor closely. Our booking with PGL does also provide COVID Cancellation Protection which means that if we have to cancel due to COVID-19, you will receive a full refund.

Whilst at Caythorpe Court, the children will be involved in activities such as abseiling, archery, climbing, quad bikes, fencing, and various other activities. They are kept very busy. All activities are run by qualified instructors with specialist equipment provided by the centre. We have attached a copy of the 2020 activity list as a guide although please note that these might be subject to change.

Your child may seem young at the moment to participate but from past experience Year 4 have thoroughly enjoyed this type of visit and found it a worthwhile experience to learn new skills and qualities about themselves and indeed many parents/carers and children have regretted not accepting the opportunity when offered.

The total cost of this visit, which is dependant on final numbers attending, **should not exceed £190**. It includes all accommodation, activities, instructors' fees, meals, insurance, specialist equipment and coach hire.

If you wish your child to take part in this visit an initial **non-refundable £30 deposit** should be paid by ParentMail +Pay by **Wednesday 22nd September 2021**. We do appreciate that this is short notice on this occasion but were only able to confirm the booking during the summer holidays when DfE guidance was updated and need to meet PGL payment deadlines.

Further payment deadlines are as follows:

£32 by 31st Oct 2021

£32 by 31st January 2022

£32 by 30th Nov 2021

£32 by 28th February 2022

£32 by 31st December 2021

Please ensure all payment deadlines are met.

Full payment for the visit must be made by **28th February 2022** at which point, if full payment has not been received, your child will be unable to take part in the visit and any payments made may be forfeited.

As this is a curriculum enrichment activity financial support towards the cost of this visit may be available for parents/carers in receipt of:

- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The guaranteed element of Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit - if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get)

Qualifying parents should contact Mrs Bates, Executive Administrator (telephone 01778 422163 or email BAP.enquiries@abbeyacademies.co.uk), who will treat the matter in the strictest confidence.

We are of course also mindful of the increased pressure on family finances caused by the pandemic and if you have any concerns or worries about making payments please do get in touch.

Deposits should be paid and consent given on ParentMail +Pay by 22nd September 2021. Full details of travel, clothing etc. will be sent to you at a later date.

If you have any questions or queries about the visit please do speak to your child's class teacher.

Yours sincerely



Mrs S Buttress
Head of School



Please note:

Refunds and cancellations - in the event of a pupil withdrawing from a visit not covered by insurance, then any deposit will be lost and additional monies paid cannot be refunded unless a substitute student is available to take the place.

The academy does not hold reserve funds which might allow it to cover the losses which would otherwise occur through cancellations. Our policy exists to ensure that public funds are not placed at risk as a result of withdrawals and cancellations.