



Alban City School
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24th May 2017

Dear Parents,

Thank you to everyone who responded to the recent survey about the possibility of organising a residential school trip for the children in Year Five next year. There were a variety of responses for both full and half weeks but it was clear that more families would prefer their children to have a half week experience due to factors such as cost and or being away from home. As we would like to be as inclusive as possible and for as many children to be able to participate as possible we have made a booking for a half week residential trip.

Where are we going?

We have booked to take the children to Marchants Hill, Multi Activity Centre in Surrey from Wednesday 16th May to Friday 18th May 2018 for three days and two nights. The children will leave St Albans on Wednesday morning and return on Friday afternoon. The 45 acre centre is run by PGL who have various centres around the UK, have been in operation for 50 years and have high standards of accommodation, supervision and health and safety. Staff from Alban City School will accompany the children to the centre, stay with them for the duration and provide supervision alongside PGL staff.

What is it all about?

It is about having fun while taking part in all sorts of adventurous activities designed to help your child learn and develop new skills. It gives children the opportunity to try something new, challenge themselves and develop confidence. Some of the activities available at Marchants Hill include abseiling, archery, hiking, orienteering, climbing, raft building, zip wire, ropes course in addition to a number of other activities. It is a packed programme with activities during the day and entertainment during the evening. Further information can be found at www.pgl.co.uk/parents

Where will we sleep?

The children will be staying in en-suite multi-bedded rooms. Most rooms sleep 4-8 children. The rooms are grouped together in one building.

What will we eat?

The children will be provided with three full meals each day – breakfast, lunch and dinner of either two or three courses. The meals are freshly cooked on site and accompanied by generous portions of fruit, vegetables and salad.

What does it cost?

The cost per pupil is £249. We will require a non-refundable deposit of £25.00 per pupil by June 16th in order to secure your child's place on the trip. I appreciate that the trip is quite some time away but unless we confirm and pay deposits now the centre will not hold our booking. We will put a staged payment plan in place in September so that the payment can be spread out. The payment plan will be as follows:

£25 deposit due by 16th June 2017

£40 payment due by 30th September 2017

£40 payment due by 30th October 2017

£40 payment due by 30th November 2017

£40 payment due by 30th January 2018

£64 payment due by 28th February 2018

It will not be possible to add extra children at a later date as once we have confirmed, the numbers are fixed. Should your child decide that they do not wish to go on the trip at any time up until the departure in May next year, or they leave the school we will not be able to refund the payments made.

The cost includes:

- Return coach travel from school
- A full programme of adventure activities
- Evening entertainment
- All meals and accommodation
- Full comprehensive travel insurance

What to do now?

Further information about the payment plan will be provided in September and more detailed instructions provided closer to the date of travel.

If you would like your child to go but will find this financially difficult please come and discuss this with me as we may be able to help.

If your child does not wish to go they will be expected to attend school as normal.

If there are any further questions about the trip please do not hesitate to contact me.

We will need a response for every child, please return the reply slip by Friday 16th June.

Yours sincerely

Mrs J Goddard

Headteacher

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Year 5 Residential Trip

Child's name: _____

Class: _____

Please delete as appropriate

I would like to reserve a place for my son/daughter on the residential trip to Marchants Hill **Yes/No**

I enclose a deposit of £25.00 by cash/cheque (payable to Alban City School).

I have paid the deposit of £25.00 online using my School Gateway account.

I understand that once deposits have been paid to PGL and subsequent payments made they are non-refundable.

Signed: _____
Parent/Guardian

Date: _____