

Castle Camps CofE (VC) Primary School
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Headteacher: Miss A.E.O'Connor

8th September, 2017

To the Parents of Children in Years 5 and 6

Dear Parents,

Y5/6 RESIDENTIAL VISIT 2018

The Residential visit for Year 5/6 has been booked for Wednesday 23rd – Friday 25th May, 2018 at PGL Adventure UK, Bawdsey Manor, Bawdsey, Woodbridge, Suffolk IP12 3AZ. For more information please look at the website www.pgl.co.uk. The provisional cost of the travel, accommodation and activities per pupil at PGL with ALL Year 5 & 6's participating is £299.00

Please return to your child's teacher the following:-

- ❖ Parent/Pupil Agreement
- ❖ Permission Form
- ❖ Your cheque/cash for the non-returnable deposit of £35.00 payable to Castle Camps C of E (VC) Primary School

Please ensure that these are sent to the office no later than morning registration on Friday 20th October, 2017 indicating your preferred repayment schedule (as listed below). Please send all future payments (cheques payable to Castle Camps C of E (VC) Primary School please) **together with your payment card which will be issued to you.** You can appreciate that each group payment from us to PGL amounts to a considerable sum, therefore prompt payment is essential to retain our booking.

1. Pupil Payment Schedule – Total Cost approx. £299.00

£35.00 Non-returnable deposit on Friday 20th October, 2017
£64.00 Interim payment by Friday 24th November, 2017 (ALL payment options).
£200.00 Full payment completed by Friday 23rd March, 2018

2. Monthly Payments

£35.00 Non-returnable deposit on Friday 20th October, 2017
£64.00 Interim payment by Friday 24th November, 2017
£50.00 on 15th Dec 2017, 26th Jan, 23rd Feb, 23rd March 2018

3. Weekly Payments

£35.00 Non-returnable deposit on Friday 20th October, 2017
£15.00 per week starting Friday 3rd November, 2017. Balance by 23rd March, 2018 (exc. holidays).

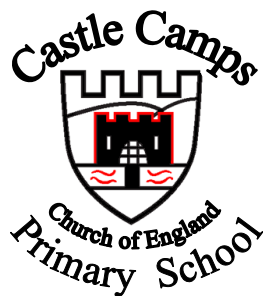
If you have any questions regarding the trip, please speak to me as soon as possible. I appreciate the trip is expensive, but we have explored other options and have not found a cheaper alternative that offers the range of activities available at PGL.

It promises to be an exciting and worthwhile trip for all the children.

Yours sincerely,

Miss A.E. O'Connor





Provisional Kit List – Bawdsey Manor 2018

All essential activity and safety equipment is provided

We suggest that the children bring **old** clothes which you and they will not be sorry to throw away! Most of the activities require the children to wear a **long sleeved top and long trousers** – preferably not jeans. It can be quite chilly in the mornings at Bawdsey Manor, so I would strongly recommend the children bring a fleece.

Tracksuit or flexible bottoms (three pairs)

Trousers/shorts – jeans for the evening

T shirts

3 Long sleeved tops

Trainers

Casual shoes for spare time/indoors

Fleece

Socks – thick and thin

A light waterproof jacket (and trousers if available).

Several complete changes of underwear

Nightwear & Slippers

Handkerchiefs/Tissues

Several plastic bags (for wet/soiled linen)

Washing kit – flannel, 2 towels, soap, toothbrush, toothpaste, **roll-on** deodorants etc.

Aerosol deodorants and all other aerosols are banned - Fire Regulations

Sunhat or cap – one which gives adequate protection to the whole head and in particular the back of the neck - **not** a sun visor.

Sun cream/After Sun

Lip balm

Pencil, pen, ruler etc.

Something to cuddle

Drinking water bottle

A small rucksack in which to carry cameras, sun cream and water bottle.

Reading book

Disco outfit!

Optional: disposable camera, travel alarm clock, pocket torch. The children may take pictures during the activities and evening entertainments but no in their rooms.

On arrival, PGL will confirm our evening entertainments. Occasionally, a disco is held on the last night, so it would be a good idea to pack something nice to wear.

Bedding is provided at Bawdsey Manor.

PLEASE LABEL CLEARLY with your child's name and the school name ALL clothes/personal effects.

THE CHILDREN ARE NOT PERMITTED TO BRING MOBILE 'PHONES, ELECTRONIC GAMES, IPODS ETC.



CASTLE CAMPS C OF E (VC) PRIMARY SCHOOL

PGL Bawdsey Manor – 2018 Permission Form

Wednesday 23rd – 25th May, 2018

I give permission for to take part in the School Journey to:

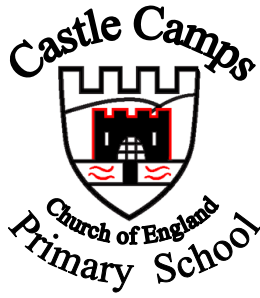
**PGL Adventure UK, Bawdsey Manor, Bawdsey, Nr. Woodbridge, Suffolk
IP12 3AZ**

I enclose, as the **non-returnable deposit**, a cheque for **£35.00** made payable to Castle Camps C of E (VC) Primary School and my preferred repayment method will be No.

Signed:

Print Name:

Dated:



**Castle Camps C of E (VC) Primary School
Parent/Pupil Agreement – PGL Bawdsey Manor 2018**

Pupils are expected to prove to staff that they have earned the privilege to attend PGL. If this is in doubt at any time during the proceeding months, the Headteacher has the authority to withdraw any pupil from the group. The school will not be liable for any loss of monies and it will be the responsibility of the parents to negotiate with the company the possibility of any refunds. Cancellation charges will be a percentage of the total cost within 56 days before departure.

Parent Agreement

I have read and accepted the terms of this letter, and discussed them with my child. I understand the need for responsible behaviour on his/her part. Should it be the case that during the visit my child's behaviour is considered to be a risk to the enjoyment or safety of others, I understand that I will be contacted and expected to travel to Bawdsey to collect my child at my own expense.

Parent signature: _____

Print name: _____

Date: _____

Pupil Agreement

I have discussed this form with my parents and understand what is required of me, both prior to and during the visit to PGL.

I agree to:

- Try my best at all times
- Respect those around me
- Abide by the Centre's rules and regulations and to listen very carefully to all instructions during the visit
- Tell a member of the school staff if I am worried or have a problem

I understand that:

- I understand that attending PGL is a privilege and accept that poor behaviour in school will result in my exclusion from the visit.
- If I consistently break this agreement then my parents will be contacted and I may have to return home.

Signed: _____

Print name: _____

Date: _____