

## Winslow Church of England School

To: The Parents/Carers of pupils in Year 4



Dear Parents/ Carers,

Following our very successful visits to Woodrow High House in Amersham in past years, we are planning to offer a similar opportunity to Year 4 children in March 2020.

This year's visit will take place between **Tuesday 24<sup>th</sup> and Thursday 26<sup>th</sup> March 2020**, staying over the two nights.

Woodrow High House is near Amersham in South Buckinghamshire, and is available to schools for residential visits. It is in the heart of the Chilterns and offers us a secure base in which to work with the children. They will be working in teams in a variety of educational activities. There is a good deal of history attached to the House and parts of it date from before the English Civil War. There are excellent recreational facilities available, including a heated indoor swimming pool. The children are expected to be responsible for themselves; and will learn how to organise themselves and extend their abilities in a variety of structured activities, while working alongside other children. The children will take part in some of the following activities: low ropes, swimming, team problem solving, string trail, parachute games, orienteering, scavenger hunt, archery and sports hall games. The objective is to cover many aspects of Physical, Personal, Social and Health Education.

Before making your final decision, it is important that I draw the following to your attention. **We have to confirm our booking this term and pay well in advance.** Refunds to parents not covered by the insurance (see below) would have to come directly out of our school budget – affecting the resources available for all pupils. Therefore, if during the year children decide they have changed **their** minds and no longer want to go on the trip, the costs we incur have to be passed on to the parents of the child/children involved.

Refunds will only take place, if covered by the LEA's insurance. Copies of the insurance plan are available on request.

The LEA's Visit Insurance does cover cancellation but only on the following grounds:

- A medical reason supported by a doctor's note advising that the child does not take part
- A death in the family
- The family moving away from the area owing to a change in employment for instance
- Serious illness in the family

In line with the school's charging policy for visits it is necessary to request a contribution from parents to cover the cost of the trip. In this case the request is for **£166** and includes travel, full board accommodation and a programme of activities run by qualified experienced Woodrow staff. Should parents be unwilling to contribute, it might prove necessary to cancel the trip. **However, if you are eligible for free school meals or feel you have financial circumstances which will cause difficulty in making a contribution please talk in confidence to the Headteacher by Monday 9<sup>th</sup> September.**

Please complete and submit the ParentMail form and pay your deposit of **£50.00** via ParentMail to secure your child's place and so we can finalise arrangements by **Monday 9<sup>th</sup> September**. **If the ParentMail form is not completed by the 9<sup>th</sup> September we will presume your child will NOT be attending the residential trip.** Further payment details will be sent out to those parents who have indicated that they want their child to take part, at a later date.

Finally, can I say that we get very positive feedback from children and parents about the Woodrow visits. If you have any queries, please get in touch with any of the Year 4 teachers.

Yours sincerely,  
**Mrs Epps**

**Visit to Woodrow High House 24<sup>th</sup> – 26<sup>th</sup> March 2020**

- I wish my child ..... (child's name) to take part in the school visit to Woodrow High House, Amersham in March 2020.
  
- I have paid a non-refundable deposit of £50.00 via ParentMail and I understand that I am agreeing to make a total contribution of £166 for the 3 day visit**
  
- I do not wish my child..... (child's name) to take part in the school visit to Woodrow High House, Amersham in March 2020.

Parent/Carer                      Signed: .....

**(Please return by Monday 9<sup>th</sup> September at the latest)**

