



## Emmanuel CE Middle School

Howe Lane, Verwood, Dorset, BH31 6JF  
office@emmanuel.dorset.sch.uk www.emmanuel.dorset.sch.uk  
Tel: 01202 828100 Fax: 01202 828104  
Executive Headteacher: Mr Ron Jenkinson, M.Ed  
Head of School: Mr Rob Christopher, BSc (Hons) PGCE  
Assistant Headteacher: Mrs Alice Ponchaud, BA (Hons), MA (Ed)

11<sup>th</sup> September 2019

Dear Year 5 Parents/Carers,

### Year 5 Residential to Heatree, Dartmoor, 11th-14th February 2020

We are delighted to inform you of an exciting opportunity during the spring term. Year 5 will be visiting Heatree Activity Centre in Dartmoor, Devon for an action-packed three-night stay. The children will have the chance to experience a wide range of activities, including: mountain biking; taking on the high ropes, tackling the low adventure; and archery. In addition to these opportunities, they will also have the chance to explore a variety of bushcraft experiences (weather permitting). The trip is designed to help develop the children's independence, resilience and self-belief. In order to encourage this, the children will also have various responsibilities throughout their stay, such as laying tables for meals, clearing up after dinner and making their beds.

The cost of the trip (which includes all transports, accommodation, meals, insurance and activities) will be £250 per pupil. For pupils who are entitled to Free School Meals the cost will be £150 per pupil.

If you would like your child to take part I would ask that you complete the attached reply slip and send this to the office with the initial (non-refundable) deposit by no later than Friday 20<sup>th</sup> September (either in cash or cheque made payable to Emmanuel Middle School). You may, if you wish, pay for the trip in full or in the following instalments:

- An initial deposit of £50 (FSM £30) must be paid by Friday 20<sup>th</sup> September 2019
- A second payment of £50 (FSM 30) by 31<sup>st</sup> October 2019
- A third payment of £50 (FSM £30) by 29<sup>th</sup> November 2019
- A fourth payment of £50 (FSM £30) by 20<sup>th</sup> December 2019
- A final payment of £50 (FSM £30) by 31<sup>st</sup> January 2020

The closer to the departure date the greater proportion of the £250 will have to be paid if the visit is cancelled by a parent. The school has to pay stepped deposits throughout the year that are non-refundable. This is common practice among holiday firms.

It is our hope that all Year 5 pupils will participate in the trip. The cost of the trip is based on a minimum of 89 pupils attending. If we do not reach that number it is possible that we may have to cancel the trip. If the trip is cancelled by the school, deposits will be returned.

Once it has been confirmed that the trip will be running you will receive a payment request from ParentMail to pay via PlusPay. This is the school's preferred payment method and will enable you to pay using Debit cards, Credit cards, PayPal or PayPoint. Your child's trip account will be set up with stepped payment dates, but you are free to

Allenbourn Middle School Colehill First School Emmanuel Middle School Hayeswood First School Hillside First School Lockyer's Middle School Merley First School Queen Elizabeth's School St John's First School St Michael's Middle School Verwood First School Witchampton First School



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pay in advance of these if you wish. The dates above reflect the staged payments we have to make to Heatree so we would ask parents to adhere to these.

During school trips and residential visits, all pupils are expected to comply with the school's rules and expectations. If, prior to this residential visit, a pupil is displaying persistent poor behaviour, then the school reserves the right to withdraw them from the visit. Any potential refund resulting from a pupil being withdrawn from the visit would be subject to Heatree's refund policy.

If you have any questions at this stage please contact Mrs Weir at school, using the office phone number or email ([office@emmanuel.dorset.sch.uk](mailto:office@emmanuel.dorset.sch.uk)).

Yours faithfully,

Mrs F Weir & the Year 5 Team

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**Year 5 Residential Trip, 11<sup>th</sup> to 14<sup>th</sup> February 2020**

Child's Name: \_\_\_\_\_ Class: \_\_\_\_\_

I would like my child to take part in the Heatree Residential trip in February 2020 and enclose the deposit of £50 (FSM £30). I understand the payment terms outlined in this letter.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Parent/Carer