



Emmanuel CE Middle School

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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)

12th September 2019

Year 6 Osmington Bay Residential Visit 15th - 18th May 2020

Dear Parents/Carers,

As outlined at the Information Evening we intend to take the Year 6 to Osmington Bay, next May.

The Osmington Bay site is one of many in this country and abroad which are run by PGL, and you may obtain further information from their website. We use PGL as our provider, as they have an excellent reputation of providing quality courses and superb safety standards. The children will be located in chalets with 4 to 8 children, which are all en-suite. Adult members of staff will be located in chalets among those of the children: the children will be made aware of exactly which chalets are those of the staff members. The site is very secure, and the company provides 24-hour security; in addition, our staff will stay on duty until all the children are asleep.

The activities offered are not compulsory, but all children are encouraged to try every activity from a vast range, from Abseiling, Archery, Fencing, Climbing to Aeroball etc. All the activities are run by experienced and trained PGL staff, and the children will be accompanied by EMS staff to all activities.

All meals are provided except for lunch on the day of departure from Emmanuel Middle School.

Details of the clothing and any essentials required for the visit will be supplied at a later date. The children will not require any specialised equipment or clothing.

Based on an approximate number of 90 pupils applying for the trip, the cost of the trip will be £233. **The Deposit is non-refundable.**

Families who receive Free School Meals (FSM) are eligible for subsidy towards the £233; this will mean that you be expected to pay a reduced total of £110.

Payment Dates

An initial deposit of £30 (£20 FSM) must be paid by Wednesday 18th September 2019

A second payment of £40 (£30 FSM) by Wednesday 6th November 2019

A third payment of £82 (£30 FSM) by Friday 7th February 2020

Final payment of £81 (£30 FSM) by Friday 6th March 2020

Once the trip is confirmed as proceeding, the deposit cheques/cash will be banked. Please make cheques payable to 'Emmanuel Middle School'. As soon as this happens 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 and PayPoint. Your child's trip account will be set up with stepped payment dates as shown below, but you are free to pay in advance of these if you wish. Parents are asked to adhere to these payment dates as the school has to make staged payments to PGL.

The closer to the departure date the greater the proportion of the remaining £233 (or £110 FSM) will have to be paid, if the visit is cancelled by a parent/ carer or if a child's behaviour becomes unsafe in the lead up to the trip, we may remove the child from the trip and only be able to refund some of the money.

Insurance is provided by PGL and further details can be obtained from their website.

If your child has special dietary requirements you will be asked about those on the medical form which will be sent out nearer the time. Any medical condition, which requires medication, will also need to be notified: and it is extremely important that we have up to date contact details for everyone who has parental responsibility.

If you have particular queries regarding your circumstances please telephone the School Office, Mr Palmer or myself and we will endeavour to help answer those questions.

If you wish your child to take up this very exciting opportunity, please complete the slip attached to this letter and return it to the school office BY Wednesday 18th September, together with the deposit, in an envelope marked 'Year 6 PGL Residential 2020' with your child's name and class clearly labelled on the front.

Yours faithfully,

Jemma Howe
IOW Group Leader

Y6 Residential to PGL Osmington Bay
15th - 18th May 2020

Child's name: _____ Class: _____

I would like to reserve a place for my child to go on the Osmington Bay PGL trip in May 2020 and enclose the £30 (£20 FSM) deposit. I understand the payment terms outlined in this letter.

Signed: _____ Date: _____
(Parent/Carer)