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Cleves School
Oatlands Avenue
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Wednesday 13th October 2021

Dear Parents/Carers

Y4 Residential Trip - Hooke Court, Dorset 2022 - £280

Firstly, if your child does not want to attend the residential trip please could you kindly let us know by filling in the appropriate portion of the reply form overleaf.

It is once again our intention to offer children in Y4 an opportunity to participate in a residential visit in April 2022.

The trip will take place from Tuesday 26th April - Friday 29th April 2022 at a cost of £280.

Hooke Court is near Beaminster in Dorset and is set in thirteen and a half acres of land which includes ponds, grassed areas, a lake and woodland. The centre is a Grade II 17th Century Manor House and was formerly a preparatory school. The accommodation has rooms that can accommodate between 2 and 8 children. The main house contains a variety of large rooms, which are used for a range of activities. The price includes 4 days of activities, 3 nights' full board and transport costs. Hooke Court complies fully with the Adventure Activity Centre Code of Practice and holds all necessary fire and safety certificates. Please look at the Hooke Court website if you would like to read more about the centre - www.hookecourt.co.uk

The visit is seen as an integral part of our study in Year 4 of Invaders and Settlers. The children work in small groups and experience first-hand activities around topics such as Anglo Saxons and Vikings.

Lots of old clothes will be needed as there will be a very high chance of getting muddy and wet. If you are having a clear out before April, please keep this clothing for the trip!

The trip will cost **£280**. We would ask Free School Meal registered children, or if you have other extenuating circumstances, to contact Mrs Poole, jpoole@cleves.co.uk, so that a payment plan can be discussed, **before the 21st October**. The school believes wholeheartedly in the value of educational visits and opportunities, however we unfortunately do not have the financial resources to pay the full costs. Consequently, a voluntary contribution is requested from parents/carers. If we do not receive enough contributions then we will cancel this trip. Please regard this as an important investment in your child's education.

We strongly encourage you to use the online payment system, which is for your convenience and ours. If you cannot contribute online then cheques should be payable to 'Cleves School' and must have the child's name, class and 'Y4 Res Trips' written on the back. Cash must be in a sealed envelope, marking it 'Y4 Res Trip' and your child's name and class written on it. Any contributions and/or return forms should be put in the 'Drop Box' which is situated between the front double doors at Reception. The whole sheet and/or contribution should be returned by **Thursday 21st October 2021**.



Should you have any problems logging-on to your online account or have any other problem or queries regarding the trip or contributions, please contact jpoole@cleves.co.uk.

If you do not contribute the deposit by the 21st October, or have not contacted Mrs Poole, we shall assume your child will **NOT** be attending the trip and will remove them from the booking.

By contributing the deposit you are confirming your child's participation and are committing to contribute the total amount for the trip (unless other arrangements have been made with Mrs Poole).

If you would like to contribute in instalments (all contributions are non-refundable as we have to pay deposits and instalments to the accommodation in advance of the trip), please adhere to the following:

Deposit	£70.00	Due Thursday 21st October 2021
2nd Instalment	£70.00	Due Friday 12th November 2021
3rd Instalment	£70.00	Due Friday 11th February 2022
Final Instalment	£70.00	Due Friday 11th March 2022

Could we kindly request you contribute these on (or before) the due date as it is very time consuming to send out reminders for contributions. You are welcome to contribute as much as you can whenever you can, as long as you meet the instalment deadline.

If you would like to be considered as an Adult Helper on the trip, please review the important points of information below and fill out the appropriate section of the sheet attached and return with your child's deposit.

- All adults on the trip must be DBS checked. This must be in place 4 weeks before the trip and sometimes takes 6 - 8 weeks to process.
- You must have completed the Safeguarding Induction with Mr Thomas.
- If you volunteer to accompany the trip, it must be a **firm commitment** as dropping out may jeopardise the trip for the entire year group.
- You will be 'In Loco Parentis' - **potentially 24/7 for the duration of the trip**. You will be required from 'wake up' until 'bedtime' and perhaps even during the night! Some activities will require Adult Help participation. Please be aware that we need volunteers to engage fully in the successful running of the trip. It is very tiring and you must be reasonably fit!
- You will **not** be with your child unless there is a strong medical reason for doing so. You may not be on the same coach, however, you will most likely see them at some point during the trip.
- It includes travel to and from Cleves and Hooke Court.
- It is hugely rewarding accompanying a residential trip. To see the children first hand away from the school environment is both interesting and enjoyable.

Please respect the teacher's professional judgment in choosing which adults will accompany the trip. There are many different factors that have to be taken into consideration.

More information regarding the trip will be given out nearer the time but if you have any queries or questions in the meantime, please do not hesitate to contact your child's class teacher or Mrs Poole.

Yours sincerely

Mr M Woods
Head of Y4

Y4 - Residential Trip Hooke Court, Dorset

Please read below and return completed sheet via 'Drop Box' (situated between front reception doors) by

THURSDAY 21ST OCTOBER 2021

CHILD'S NAME (PRINT) CLASS

My child will be **NOT** be attending the Y4 Residential Trip

CONTRIBUTIONS: - Please tick one box (all contributions are non-refundable)

ONLINE

I have contributed in full (£280.00) **online**

I have contributed the deposit (£70.00) **online** and commit to contributing
the remaining amounts in instalments

Please contribute online if possible. This is for your convenience and ours. Due to the increasing number of pupils in the school and the risk of cheques/monies being 'misplaced' we would prefer that you contributed online. However, we do appreciate all contributions whether online, cheque or cash! Cheques should be payable to 'Cleves School' and must have the child's name, class and 'Y4 Res Trip' written on the back. Cash must be in a sealed envelope, marking it 'Y4 Res Trip' and your child's name and class written on it.

CASH OR CHEQUE

I have contributed in full (£280.00) by **cheque** or **cash**

I have contributed the deposit (£70.00) by cheque or cash and commit to contributing the remaining amounts in instalments

Cheque Number:

Cash amount: £

My child is registered at Cleves as Free School Meals

My child would like to go on the trip but I am unable/unwilling to contribute

ADULT VOLUNTEERS ONLY:

ADULT NAME (PRINT) Mr, Mrs, Miss, Ms

CHILD'S NAME: CLASS:

YOUR MOBILE NUMBER:

EMAIL:

CURRENT DBS NUMBER: (If you have one)

**Please sign and date when you have read and filled in all the appropriate sections of the above -
thank you!**

PARENT/CARER (SIGN)

PARENT/CARER (PRINT)

DATED