

TON/TDY

14 January 2019

Dear Parent/Guardian

### **Norfolk Lakes - Y8 Residential 2019**

In October 2019 the school will run a Residential Education Course for all boys currently in Year 7. The school has organised entitlement residential trips for over 20 years and they have always proved to be both valuable and enjoyable. Students who have taken part in previous years have returned to school having benefited greatly from this opportunity. We shall be going to Norfolk Lakes, a centre which was new to the school last year. The students and staff alike could not praise the staff and the facilities at the centre enough, if you visit [www.manoradventure.com](http://www.manoradventure.com) you can find out more information and the types of activities the boys will be participating in.

There will be an information evening in September **2019** which will be held in The Cripps Hall Theatre. During this evening I will go over all arrangements and details for the trip, you will receive confirmation times of this meeting closer to the time.

The trip will run from Monday 21 to Friday 25 October, departure at approximately 10:30 on Monday 21, returning mid-afternoon on Friday 25. These times are provisional and will be confirmed nearer the departure date. The cost per pupil covers coach, accommodation, food and activities. The boys will work with qualified instructors as well as two members of staff per form from the school.

Students who remain will not be involved in lessons as the whole school is off timetable due to Enterprise Week. They will, however, be expected to attend school and activities for the week will be arranged for them.

#### **Total cost per student is £290 and includes: -**

- Transport to and from the Centre
- Full Board/Catering
- All activities
- Beds in chalets (*Students will need to bring their own sleeping bag and pillow case*)

Students will go out as a whole year group accompanied by their form tutors and other members of staff. The School Insurance Policy covers all members of the group.

All activities will be led and supervised by trained staff. School staff will be in attendance throughout the stay and will be taking part alongside the students whenever practical.

School staff will supervise the students during the evening and be on call throughout the night. The centre has secure automated entrance gates, CCTV and a night-time security patrol.

Each day will consist of many activities chosen from the extensive list provided by the centre. The programme will be organised to ensure all students have a similar experience. A full list of activities and a kit list will be available closer to the date of travel.

Please complete the Medical Consent/Information Form in full, sign and return. Deposit and payments are to be made via Parent-pay, accessible via the school website. **A non-refundable deposit of £90 is required by Thursday 28 February 2019 to secure your son's place on the trip.**

Further payments are due by the following dates: -

- Second payment of £40 by end of March 2019
- Third payment of £40 by end of April 2019
- Fourth payment of £40 due by end of May 2019
- Fifth payment of £40 due by end of June 2019
- **Final payment of £40 by Friday 19 July 2019**

I trust that parents will appreciate the marvellous opportunity that is being offered to the pupils of this school and will give their fullest support. Please contact me at the school if you require any further details prior to the meeting.

Mrs T O'Neill  
Team Leader Residential Education

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**REPLY SLIP with MEDICAL FORM to – STUDENT SERVICES BY 28 February 2019**

**After this date we will not accept any more applications**

I/we\* confirm that (Name): \_\_\_\_\_ Form: \_\_\_\_\_ will/will not\*  
be attending the Year 8 trip to Norfolk Lakes from 21 to 25 October 2019.

I/We\* believe we may be eligible for financial assistance due to low income. Yes / No

I /We\* acknowledge that the non-refundable deposit of £90 is required by the **28 February 2019** and that the final payment is due by **Friday 19 July 2019**.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Parent/Guardian

*(\*Please delete as appropriate)*

**Please note that by this signing this form you have reserved a place for your child and will be charged. If your child withdraws from the trip (unless there are special circumstances that have been discussed with Mrs O'Neill) you will still be expected to pay for the place. Please make sure you complete (in full), sign and return the Medical Consent/Information Form attached to this letter with the reply slip.**