

**Hemingbrough Community Primary School**

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Registered Charity No: 1048430

Hemingbrough CP School



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22 March 2019

Dear Parents / Carers

As you may be aware children in Years 3 and 4 have the opportunity to take part in a residential visit to Robinwood in Todmorden. We have only just had our Robinwood adventure this year, however we are already needing to get next year's trip organised!

Next year's trip will take place from the 12<sup>th</sup> to the 14<sup>th</sup> of February 2020. We can take a minimum of 20 and a maximum of 26 children. These numbers are fixed, therefore we cannot go below 20 or above 26 children. We have a very short timescale to secure this booking with the centre. We have also decided that after next year we will run the Year 3 & 4 residential trip every other year so, after this one, the next available trip will be in 2022.

To avoid some of the complications we have encountered in previous years, we now secure numbers, deposits and final payments earlier. We need to secure 20 definite places with £30 initial deposit each by Monday 1<sup>st</sup> April. If we do not secure at least 20 places the residential will not go ahead as the school is unable to subsidise any shortfall and would forfeit deposits paid in advance to Robinwood - we would in this instance return your £30 deposit.

However, if we do secure 20 or more places the trip will go ahead and any payments made will be non-refundable. **Please note if a place is booked, full payment will be required even if you then cancel the place.**

The total cost for the trip is likely to be in the region of £190 per child (dependent on final numbers attending) and the balance will need to be paid by Mon 7<sup>th</sup> October 2019.

Parentpay will be open to accept deposit payments from 12noon on Monday 25<sup>th</sup> March. Please note that once 26 places have been taken the system will not allow any more. We will confirm on Wednesday 3<sup>rd</sup> April if enough places have been booked with deposits paid, for the trip to go ahead and we will then provide details about further payments.

We are sorry to have to ask this of you so far in advance, however this is the only way we are able to offer the experience, without risk to a very tight school budget!

Yours sincerely

*Sarah Chappell*

Sarah Chappell, Headteacher

