



Bedenham Primary School

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Executive Headteacher: Mrs T Potter BEd (Hons) NPQH

Head of School: Mrs C Wood MEd PGCE BSc

14th March 2016

Dear Parents

Stubbington Study Centre 2017

We have again requested places at Stubbington for March 2017, for the then Year 4 pupils (ie currently Year 3). We appreciate that from your perspective this probably seems ridiculously early to be considering this, but as some of you will know, we made a booking for this March last January (ie 2015) and found in the end we had not booked enough places for the demand – we were lucky that we were able to book some additional places but I know that some people were still disappointed.

Whatever places we book now for 2017 have to be paid for regardless of whether we actually fill them and so in order to attempt to avoid disappointment, but also to prevent the school from having to pay for places that are not required, we are writing now to enquire as to whether you would like your child/children to attend in 2017. We cannot at this time confirm the dates but we have requested either the week beginning 6th March or 13th March; *although there is a small chance that we would not be allocated these dates past experience tells us it is very likely.*

The cost of the trip will be £220 which includes the cost of accommodation & meals, and transport. Nearer the time you will have the opportunity to order and pay for Stubbington sweatshirts and / or puppets if you want them. In addition the children will need up to £15 pocket money each for the week.

We would therefore appreciate it if you could complete the form attached indicating whether you would like a place for 2017 and enclosing a £50 deposit so that we can make the appropriate booking – *please note we will not be setting this up on school money until places are confirmed therefore the deposit must be paid in cash or by cheque payable to Bedenham Primary School.* Please return the form by Friday 15th April. Obviously if we are not allocated places the deposit would be refunded in full. The remainder of the payment will need to be completed by the end of January 2017 and we would ask for a further £60 by the end of the school year (20th July), £50 by the end of October 2016 and the final instalment of £60 by the end of January 2017 – these instalments will be set up on school money or if you prefer to pay in cash / by cheque you can be issued with a payment card; please let us know your preference. If you prefer you can pay in smaller amounts, for example each month, using a payment card but the deadlines above should still be met.

We will confirm the booking based on the number of deposits received, after this time it may still be possible to book additional places but this is dependent on Stubbington's availability. For the trip to be viable we will need a minimum of 20 places to be booked; should there be insufficient demand deposits will be returned as the trip will not go ahead.

An information evening will be held early in the Spring 2017 term to tell you about the specific activities that have been chosen, kit and medical requirements, to share information about menus and safety etc. In the meantime if you would like to discuss this further please feel free to call into the office and if we cannot see you immediately you can make an appointment.

Thanking you in anticipation.

Yours sincerely

Tracy Potter
Executive Headteacher

Caroline Wood
Head of School



Hampshire
County Council



Healthy Schools



Silver Quality
Mark 10/13/14



Living the Olympic
and Paralympic Values



school
achievement award
Department for Education and Employment

Bedenham Primary School
Year 4 Residential trip to Stubbington Study Centre, March 2017

My child, class (current class please) would like a place at the residential trip to Stubbington during the Spring term 2017.

I understand that the cost of the trip will be £220 and agree to pay this according to the following schedule:

- £60 by end of the school year (20th July 2016)
- £50 by end of October 2016
- £60 by 30th January 2017.

I enclose *cash / cheque* for the deposit of £50. I would like to pay the balance through *school money / via a payment card*.

- *please delete as appropriate*

Signed(parent/carer)

TO BE RETURNED BY FRIDAY 15TH APRIL 2016.