



# Highwood Primary School

Mead Way, Bushey, Watford, Hertfordshire, WD23 2AW

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Promoting Resilience, Achieving Potential

Head Teacher Cathy Cox

## Year 5 Residential Visit to Woodrow High House Thursday 8<sup>th</sup> - Friday 9<sup>th</sup> October 2020

Friday 22<sup>nd</sup> November 2019

Dear Parents and Carers of Year 4 pupils,

We are delighted to inform you that we have arranged a one-night residential trip for your children when they will be in Year 5, at Woodrow High House near Amersham. This trip will take place from **Thursday 8<sup>th</sup> to Friday 9<sup>th</sup> October 2020** and will be full of wonderful activities for the children to take part in, such as archery, orienteering and other team challenges.

We are aware that this term, we have already asked for a few payments from Year 4 parents for enrichment activities so to spread the cost of this trip, we have tried to give you as much notice and time as possible. As this is a very popular site with local schools, we need to pay the deposit in January to secure the booking. We have split this deposit of £30 into two separate instalments.

The total cost is **£101.00** which is fully inclusive of transport, accommodation, food and all activities. We require a **non-refundable deposit of £30.00 by January 10<sup>th</sup> 2020**. The table to the right shows details of when further instalments are due. Children registered for Free School Meals are entitled to a 50% making the total cost **£50.50**. Instalment details are shown in brackets in green. Payments for the trip must be made via School Gateway and are **non-refundable**. If you have any difficulty making payment online, please contact the School Office. Please note, we can only refund deposits if Woodrow High House cancels the trip and that they **reserve the right to withdraw places if payment deadlines are not met**.

Payment date	Amount due
December 18 <sup>th</sup>	£15 (FSM £7.50)
January 10 <sup>th</sup>	£15 (FSM £7.50)
February 14 <sup>th</sup>	£11 (FSM £5.50)
March 13 <sup>th</sup>	£15 (FSM £7.50)
April 17 <sup>th</sup>	£15 (FSM £7.50)
May 15 <sup>th</sup>	£15 (FSM £7.50)
June 19 <sup>th</sup>	£15 (FSM £7.50)
<b>TOTAL</b>	<b>£101 (FSM £50.50)</b>

Please make payment to secure your child's place and return the slip below to the school office to confirm whether or not your child will be attending.

Kind regards

Mrs Cathy Cox  
Head Teacher

### Year 5 trip to Woodrow High House (Thursday 8<sup>th</sup> – Friday 9<sup>th</sup> October 2020)

*please return to school office by Friday 10<sup>th</sup> January*

Child's Name \_\_\_\_\_ Class \_\_\_\_\_

[ ] I wish my child to go on the residential trip to Woodrow High House in October 2020 and will pay a non-returnable deposit of **£30.00 (£15.00 FSMs)** via the School Gateway by **Friday 10<sup>th</sup> January**. I understand that this secures their place and agree to pay the required amounts by the deadline dates.

[ ] My child will not be attending the residential trip to Woodrow High House in October 2020.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

