5th December 2018

Dear Parents,

Thank you for complete the expression of interest form in relation to our proposed school residential visit to Caythorpe Court in Lincolnshire. We will be visiting the centre from Wednesday 9th October to Friday 11th October 2019. Further details will be issued nearer the time. We are travelling with Riston Primary Academy.

**What’s it all about?**

It’s about having fun while taking part in all sorts of adventurous activities designed to help your child learn and develop new skills and really shine as an individual and also as part of a team.

For many children this may be their first experience of staying away from home without you. PGL staff and Sigglesthorne staff along with Riston staff will be on hand throughout to encourage, reassure and help, so that your child returns home even more confident and independent with a real sense of achievement.

We have travelled at a school to Caythorpe for a number of years and have chosen to book with PGL because not only do they offer excellent value but they also have a reassuring 50 years of experience organising trips for schools. Their extremely high standards ensure that your child will be in safe hands at all times.

Visit PGL‘s website [www.pgl.co.uk](http://www.pgl.co.uk) to find out more about the company and the location we will be visiting.

**What does it cost?**

The cost per person is approximately £150.00 which can be paid in instalments prior to the trip. Mrs Conlon is applying for a charitable donation to cover the cost of transport.

* 11/1/18 - £30 to be paid
* 29/3/19 - £50 to be paid
* 27/6/19 – final £70 to be paid

The cost includes

* A full daily programme of adventure activities
* Fun evening entertainment
* All meals and accommodation
* Full comprehensive travel insurance

The only extra would be if we did not receive assistance towards the cost of transport. You might also want to consider providing your child with a small amount of pocket money to spend in the gift shop. We will discuss these details nearer the time. Please see Mrs Grant to discuss an alternative payment plan if you would like one.

**What do I need to do next?**

If you would like your child to go on the trip, please complete and return the form below, together with an initial deposit of £30 by Friday 7th January 2019. Further payments will be required as detailed in the payment plan. Please note that once deposits have been paid to PGL they are not refundable and terms and conditions will apply.

**Finally**

If you have any particular questions or concerns regarding your child’s participation in the trip please don’t hesitate to contact Mrs Grant or Mrs Prosser or look online at [www.pgl.co.uk/parents](http://www.pgl.co.uk/parents)

Kind regards

Mrs Grant

**………………………………………………………………………………………………………………………………**

**Reply Slip – PGL Activity Trip**

Pupil’s Name .......................................................

I would like to reserve a place for my son/daughter on the PGL Activity trip and enclose a deposit of £ ..................

I understand that once deposits have been paid to PGL they are non-refundable and that terms and conditions, including cancellation charges, will apply.

Please make all cheques payable to Ebor Academy Trust.

Signed ............................................................... Date ..........................................  
(Parent/guardian)

Please return to Mrs Prosser by 11th January 2019.