



# SHARPS COPSE PRIMARY SCHOOL

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Our ref: SCPN Runways End Residential Invite - 2023

8<sup>th</sup> March 2023

Dear Parents and Carers of **current Years 4 & 5 children**

**Re: Runways End residential trip – Wednesday 22<sup>nd</sup> – Friday 24<sup>th</sup> November 2023**

As you are already aware, all children in Years 5 & 6 are offered a residential experience in November. This has been revised this year as our children currently in Year 5 have already experienced a Fairthorne Manor residential, and as a result we hope to make the visit and activities offered as varied and different as possible. Children will be sleeping in single sex dormitories/pods and participating in a variety of adventurous activities including canoeing and caving. There are many activities encouraging teamwork, that develops your child's independence skills as they learn how to be responsible and organise themselves.

It is hugely recommended for children to attend as it's always a lot of fun and is a highly unforgettable experience, with all activities being run by the centre staff. This will take place from **Wednesday 22<sup>nd</sup> to Friday 24<sup>th</sup> November 2023**; more information on what is available at Runways End can be found by visiting their website at:

<https://www.hants.gov.uk/thingstodo/outdoorcentres/ourcentres/runwaysend>

An information meeting to discuss this visit will be held in the school hall at **2.45pm on Monday 20<sup>th</sup> March**, giving you an opportunity to learn about what your child will do there and to ask any questions; and we look forward to seeing you.

The cost of this visit is **£146.70** (subsidised by our pupil premium funding) payable in full before **16<sup>th</sup> October 2023** and includes all activities, food, transport and accommodation; children do just need to bring a packed lunch with them on the first day. These costs can be spread over **6 instalments** (if you wish) by entering into a payments plan with the school for your convenience using your child's SCOPay account; your child's place will be secured by paying the first payment (deposit and non-refundable) as follows:

- **First instalment £25 deposit (secures child's placement) before 24<sup>th</sup> April**
- **Second £25 instalment before 22<sup>nd</sup> May**
- **Third £25 instalment before 26<sup>th</sup> June**
- **Fourth £25 instalment before 17<sup>th</sup> July**
- **Fifth £25 instalment before 18<sup>th</sup> September**
- **... and finally**
- **Sixth and final £26.70 instalment before 16<sup>th</sup> October**

The school supports all coach hire costs for residential trips and offers a **20% reduction** for siblings in the same cohort group.

In-line with our Educational Visits & Trips, Charging & Remissions and Debt Policies available for you to view by visiting our school website at [www.sharpscapse.hants.sch.uk](http://www.sharpscapse.hants.sch.uk), all costs have to be paid in full before children are able to attend residential trips. If you withdraw your child from the trip or miss a payment, we'll be unable to provide a refund.

We look forward to seeing as many parents/carers at our meeting on **20<sup>th</sup> March 2023** in the school hall.

Please complete and return the attached reply slip indicating your intention to attend our meeting on **Monday 20<sup>th</sup> March** and return to your child's class teacher before **Friday 17<sup>th</sup> March 2023**.

If your child does not wish to attend they will continue with normal lessons that week.

If you have any queries or concerns about the content of this letter or would like to speak with me further, please don't hesitate to let me know by calling on the above telephone number.

Yours sincerely



M. Elsen  
Headteacher

01256 343434

**SHARPS COPSE PRIMARY SCHOOL**  
**YEARS 5 & 6 RUNWAYS END RESIDENTIAL TRIP 22<sup>nd</sup> - 24<sup>th</sup> NOVEMBER 2023**

Child's Name: ..... Class: .....

I will be attending the meeting on **20<sup>th</sup> March** in the school hall at 2.45pm (please tick)

I give permission for my child to attend the annual Years 5 & 6 Runways End Residential trip in **November 2023**, and understand that they will be unable to attend unless this is paid in full before the residential trip date.

I will secure this placement for them by making a non-refundable **£25 deposit** using my child's SCOPay account and will pay the remaining balance of:

**Non-refundable £25.00 deposit** (please tick)

**£121.70 balance due before 16<sup>th</sup> October 2023** (please tick)

or

I would like to enter into a payment plan with the school (please tick)

My child does not wish to attend the visit and will continue with normal lessons that week (please tick)

Signed: ..... Date: .....

Name of Parent/Carer in full: .....

Please return this completed form to your child's class teacher.