



4<sup>th</sup> December 2019

Dear Parents/Carers

**YEAR 7 VISIT TO DOWNE ACTIVITY CENTRE, DOWNE, ORPINGTON ON  
MONDAY 13<sup>TH</sup> – TUESDAY 14<sup>TH</sup> JULY 2020**

We are delighted to be able to offer your daughter the opportunity to attend an overnight trip to Downe Activity Centre, Birdhouse Lane, Downe, Orpington BR6 7LJ. We will travel to the centre at lunchtime on **Monday 13<sup>th</sup> July** by coach and embark on a full afternoon of activities, such as archery, a harness activity, campfire and night games (please note activities may be subject to change). We will then travel back to school on **Tuesday 14<sup>th</sup> July** arriving at approximately 1:30pm. Girls will be dismissed from school upon arrival. Please be aware different forms have been offered this trip for different days.

The cost of the visit is **£96** per student which covers the cost of transport, accommodation, food (not lunch) and activities. Please pay the deposit of **£25.00** for this via School Gateway by **Monday 16<sup>th</sup> December 2019**. The final payment of £71 is due on **Monday 30<sup>th</sup> March 2020**. If you have any difficulty in paying this, please contact Mrs Caple, Educational Visits Administrator – [ccaple@bwsgirls.org](mailto:ccaple@bwsgirls.org) by Monday 16<sup>th</sup> December, as no student will be omitted from the trip for financial reasons. If there is inadequate support, however, the trip will not go ahead. **If your daughter receives Pupil Premium funding then the cost of this trip will be covered by the school, however you must log onto School Gateway to give your permission for her to attend.**

A more detailed kit list and itinerary will be issued nearer the time, but your daughter will need:

- Packed lunch for Monday 13<sup>th</sup> July 2020 (Students that receive Free School Meals will be provided with a packed lunch)
- Waterproof jacket
- Reusable water bottle
- Torch
- Sleeping bag & pillow
- Outdoor shoes
- Money for tuck shop – suggest no more than £5.

Strict adherence to the payment date by parent/carers is essential to enable the school to meet suppliers' terms and conditions. Failure to meet payment deadline may compromise your daughter's place on the trip.

This trip is expected to be an exciting, 24 hours, mostly outdoors adventure which will challenge students, solidify friendships and is sure to be a great and memorable end to their first year here at Bullers Wood.

Yours sincerely

Miss R Giacobazzi  
**Head of Year 7**

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## **PLEASE NOTE CAREFULLY**

Medical details and emergency telephone numbers for the trip will be generated from the school's records. Please ensure that any changes in this information are provided to us as soon as they occur. Your daughter will be administered with any first aid required on the trip.

**If your daughter requires any medication for the trip please put this in a transparent bag marked clearly with your daughter's name plus medication enclosed, the dosage amount and times to be taken. Please hand to a member of staff on the day of the visit.**

Payment signifies the commitment by the payer to membership of the party and therefore the cost of the visit is **non-refundable** except in the case of serious illness, when a doctor's certificate will be required. Payments are used to secure firm bookings with the companies whose services are engaged for the visit. Please note you are entering into a contract with the event company, hotel, travel or airline company, not the school. Please ensure all payments are made on-line as described by the due date.

Please note the school reserves the right to cancel the place of any student whose behaviour prior to the trip does not meet the school expectations, or whose attendance record is unacceptable. Parents/Carers are advised that this may incur cancellation charges plus a £50.00 administration fee.

If a student's conduct on the trip would have led to a fixed term exclusion from school, parents are expected to collect their daughter/son from the trip destination. Parents would be liable for all associated costs relating to the collection of the student.