

Stocksbridge Junior School  
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Headteacher: Mrs S. Gaymond  
 Deputy Headteacher: Mrs L. Ross

Tuesday 4<sup>th</sup> June 2019

Dear Parent/Guardian,

Whilst in Year 4, we hope to provide your child with the opportunity to gain a wide range of valuable experiences and memories through various trips and activity days. Next year, we are planning to, once again, include a three-day/two-night residential to Whitby. As we approach the end of this academic year, we would like to invite you to secure a place for your child on this exciting trip.

**Dates:** Departing first thing in the morning on Wednesday 6<sup>th</sup> November, returning the afternoon of Friday 8<sup>th</sup> November 2019.

**Accommodation:** Whitby YHA is situated next to Whitby Abbey.

**Cost:** £159 per person (based on a group of 65 children). The cost includes:

- Two nights' accommodation
- Coach transport to and from Whitby
- Meals including dinner, breakfast and a packed lunch on the second and third days
- Activities (including a boat trip, a Viking evening, a tour of the RNLI Lifeboat Museum and a visit to HM Bark Endeavour) led by YHA staff and supervised by Stocksbridge Junior School staff.

**Schedule of payments:**

- A non-refundable deposit of £60 by 5<sup>th</sup> July 2019
- A second instalment of £40 by 9<sup>th</sup> August 2019
- Remaining balance of £59 due by 6<sup>th</sup> September 2019

Payments should be paid using the ParentMail pay facility. It is possible to pay either in full, in two instalments according to the above schedule of payments or in smaller instalments on a more frequent basis provided that payments are received by the dates above. At this point, we would like to draw your attention to the tour company's policy in the event of a child cancelling their place on the trip:

Cancellation Terms	
<b>If confirmed booking is cancelled, the following charges will apply:</b>	
Cancelled more than 90 days prior to trip	Deposit value charged
Cancelled 90-70 days prior to trip	50% of total booking value charged
Cancelled less than 70 days prior to trip	100% of total booking value charged

If you would like to secure a place on this trip, please process your child's **non-refundable deposit of £60** on ParentMail no later than **Friday 5<sup>th</sup> July 2019**. When processing the deposit payment, your consent will be obtained for your child's attendance on the trip. If the demand for places exceeds the number of places currently available, a waiting list will become available. We will then contact the tour company to enquire about additional places.

**Please note:** The tour company's booking policy is very strict. On Friday 5<sup>th</sup> July, we will be required to confirm final numbers with the tour company. After which will be unable to add any additional pupils to the trip. Please ensure you secure your child's place before this date to avoid disappointment.

If you have any queries, please do not hesitate to contact the school office.

Yours sincerely,  
 Mrs Ross

