

30<sup>th</sup> November 2023

Dear Parents/Carers,

We are delighted to confirm the Year 6 residential to Beam House for Sunday 20<sup>th</sup> October to Wednesday 23<sup>rd</sup> October 2024. This will give the children an adventurous week time in a rural yet coastal location in Torrington, North-West Devon. The trip will be led and organised through PGL Travel Ltd, whilst accompanied by Haywood Village staff.

### What's it all about?

It's about having fun whilst 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 as part of a team.

For many children this may be their first experience of staying away from home without you. PGL staff and our own 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 chosen to book with PGL because not only do they offer excellent value but they also have a reassuring 60 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 child is £251.50 which can be paid in instalments prior to the trip.

The cost includes:

- Return coach travel from school
- A full daily programme of adventure activities
- Fun evening entertainment
- All meals, accommodation and bedding (dietary requirements will be accommodated)
- Full comprehensive travel insurance (details available on request or enclosed)

There are no extras costs. However, if you wish, you can provide a small amount of pocket money for your child to spend in the gift shop, we would limit this to £10.

### 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. We usually ask for the deposit in December, however we are aware of the recent payments that have been requested for other school activities. With this in mind, we have decided to change the payment schedule slightly.

**Payment for deposit required by:**

Friday 5<sup>th</sup> January 2024 - £31.50  
Friday 2<sup>nd</sup> February 2024 - £30.00

**Further payments will be required by:**

Friday 5<sup>th</sup> April 2024 - £70.00  
Friday 3<sup>rd</sup> May 2024 - £60.00  
Friday 5<sup>th</sup> July 2024 - £60.00 (Final Payment)

If you wish to pay more than this the system will allow you to do so. We just ask that the amount stated is the least amount you pay.

Please note that once deposits have been paid to PGL they are not refundable and terms and conditions will apply. The school has to pay the final invoice at the beginning of September 2024.

**Finally**

Although we cannot confirm the staff attending as yet, there will be at least six of the teaching team staff in attendance throughout the stay.

A further meeting for those that missed the previous will be in school on Monday 8<sup>th</sup> January 2024 at 15:30pm. This will also be recorded on Teams for anyone who can't make it.

Yours faithfully

Craig Jones  
**Principal**

Matthew Batchelor  
**Year 5 & 6 Team Leader**

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**Reply Slip – PGL Activity Trip**

Pupil's Name ..... Class .....

I would like to reserve a place for my son/daughter on the PGL Activity trip and will pay the deposit of £61.50 on Scopay.

I do not wish my child to participate in the PGL Activity trip

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

Signed .....(Parent/Carer)

Print Name.....

Date.....