



Diocese of Norwich  
Education and  
Academies Trust

## Dereham Church of England Junior Academy

Headteacher: Mr Neil Toplis

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14th October 2016

### Year 4 Residential Visit to 'The Horstead Residential Centre' March 2017

Dear Parents/Carers of Year 4 Children,

Following on from our third very successful Year 4 Residential Visit to the Horstead Centre, we are very pleased to inform you that we are now planning for next year's visit to the centre.

The Horstead Centre is a former rectory just north of Norwich. It is run by the Diocese Board as a residential centre and offers a wealth of experiences that are run within the grounds of the Centre. Whilst on our residential visit, your children are likely to take part in climbing, canoeing, bushcraft and archery, amongst other teambuilding activities. All sessions will be taught by fully qualified and trained staff from the Horstead Centre. Further details can be found at: <http://www.horsteadcentre.org.uk>

The trips will take place during the week commencing March 13<sup>th</sup> 2017, with the children going in 2 groups (2 classes) for 2 nights each. Exact dates for classes will be confirmed once we have final numbers attending from each class.

- Group 1: March 13<sup>th</sup> until Wednesday March 15<sup>th</sup> 2017
- Group 2: March 15<sup>th</sup> until Friday March 17<sup>th</sup> 2017

We realise that, for some, this can be a financial commitment, so recommend you start paying in instalments (of course, one off payments are acceptable) to spread the cost. We are really pleased to be able to tell you the school governors have agreed to partly fund the trip this year in the hope that even more children will be able to go. The full price of the trip is approximately £113 and we are asking you to provide £59. Those children eligible for free school meals are able to take part at the reduced contribution of £20.

Under the terms of the 1988 Education Act, we are legally entitled to charge parents for the cost of board and lodging. The remaining costs must be met from voluntary contributions. Those children entitled to free school meals are exempt from the charge for board and lodging reducing the cost for them, if this applies to you please feel free to contact the school office.

Once we have final confirmed numbers attending the residential, we will complete the formalities such as medical forms, advise on recommended kit lists as well as ensure that there is the opportunity for any questions you have to be answered.

If you intend for your child to take part in the Horstead Residential, please return the attached slip with a **£10 (minimum)** deposit by no later than Friday 4<sup>th</sup> November. All deposits must be paid by the 4<sup>th</sup> so that we can confirm numbers. We also ask that once you have received your payment card, subsequent payments are made on **Mondays** as this makes it easy to bank. **Deposits are not refundable after 31st December 2016** unless the reason a child withdraws is covered by the school journey insurance policy.

If you require any further information, please do not hesitate to contact me.

Kind regards,

Mrs. Bunkle  
Year 4 Leader

**HORSTEAD CENTRE**  
**3 DAY RESIDENTIAL**  
**w/c 13<sup>th</sup> March 2017**

**To Mrs. Bunkle**  
**Dereham Church of England Junior Academy**

I would like my child,  
....., in class  
....., to participate in the Year 4 Residential to the  
Horstead Centre and am prepared to make the necessary contributions.

I enclose a deposit of **£10, which I acknowledge is not refundable after 31st December 2016.** (Cheques payable to *Dereham Church of England Junior Academy*)

My child is/is not eligible for free school meals (**delete as appropriate**).

Signed..... (Parent/Carer)

Please return this form with the deposit by  
**Friday 4<sup>th</sup> November 2016**

**If you would like your child to participate but circumstances make it difficult for you to find the initial deposit, please return the form as directed and indicate when the deposit could be paid.**