



Head Teacher: Mrs D Reynolds - BSc Hons QTS NPQH

Aim High

Never Give Up

Follow Your Dream

Lead By Example

Friday 17th November 2023

Dear Parents/Carers

As you are aware, Year Six children are given the opportunity to attend a residential trip to Kingswood in West Runton, which is an outdoor activity centre in Norfolk.

In order for us to reserve a booking we now need to know how many pupils will be committing to next academic year's visit. We propose to run the trip from **Friday 13th September until Monday 16th September 2024**, where pupils will leave Norwood at 1.00pm after having their lunch on the Friday and return for the normal end of day finish time on the Monday. More detailed information will be distributed in due course.

The cost below is anticipating that all pupils who expressed an interest in this event previously will be attending. If this is not the case, the cost may go up as transport costs will remain the same but shared between fewer attendees. **Below is an approximate cost of the trip and a payment schedule, but of course you may make payment on ParentPay at any time, of any amount, as long as the deadlines are met.**

Please note that it is Kingswood's company policy that when residentials are booked by a school, a £40 non-refundable deposit is required for each child's space. Should you have to cancel your reservation after the May payment deadline, it will only be possible to refund half the cost back to you.

Proposed cost of trip £315.00

£40.00 non-refundable deposit to be paid on ParentPay by **31st January 2024**

£50.00 required by **29th February 2024**

£50.00 required by **31st March 2024**

£50.00 required by **30th April 2024**

£50.00 required by **31st May 2024**

£75.00/rest of the balance required by **30th June 2024**

If you would like your child to participate in next year's visit to Kingswood, please complete the permission slip below and email to school by the **deadline of Wednesday 20th December 2023** with the **£40.00 non-refundable deposit to be paid on ParentPay by 31st January 2024**.

Any queries please contact the school office via admin@norwoodschool.co.uk

Yours sincerely

Mrs D Reynolds
Head Teacher

Kingswood 2024, Friday 13th September – Monday 16th September 2024

I give permission for _____ (Name of pupil), to attend the Kingswood residential trip on the dates above and a **£40.00 non-refundable deposit** payment will be paid on ParentPay by the required date to secure my child's place.

I also understand that should I cancel the place after the 31st May 2024, only half the total cost that has been paid will be refunded back to me which will exclude the non-refundable deposit.

Signed: _____ (Parent/Carer)

Date: _____