



Eldon Grove Academy

Eldon Grove
Hartlepool
TS26 9LY

Tel: 01429-273895

Fax: 01429-275484

Executive Headteacher: Mme J Deville

Head of School: Mrs A Brahim

Email: admin@eldongroveacademy.co.uk



13th September 2018

Dear Parents / Carers

Dukeshouse Wood Trip - Summer 2019

Your child has the opportunity to spend a week at Dukeshouse Wood in Hexham (www.kingswood.co.uk/centres/dukeshouse-wood) from **Monday 3rd June until Friday 7th June 2019**. It is an opportunity to take part in fantastic outdoor learning activities, as well as experiencing a residential environment.

As in previous years, it is hoped that the Friends of Eldon Grove School will kindly agree to subsidise the trip by paying for the transport costs. However, the remaining cost for accommodation, meals, activities and insurance needs to be met by parents/carers. The charge for this trip is £290 per pupil.

We must point out that there are very specific payment criteria attached to this residential which we have no control over; this is Dukehouse Wood's charging policy. Therefore, please be aware that specific amounts are due at various points throughout the year which must be adhered to and if each payment is not received on each of the deadline dates specified, your child will not be able to attend the trip. School is responsible for confirming actual pupil numbers at each of these deadline points and making the relevant payment to Dukehouse Wood. If payment is not received as shown below, you're child's name will be removed from the trip. No extension can be given to payment deadlines. In addition, if children/parents change their mind after these specific payment deadlines, any monies already paid cannot be refunded. Please note that through our online payment facility, ParentPay, payments can be made in instalments at your convenience and outstanding balances can be viewed at any time. The details of the payment amounts and deadlines are:

	<u>Amount</u>	<u>Deadline</u>
1 st deposit	£ 40.00	08.10.18
2 nd deposit	£ 55.00	26.11.18
Final Balance	£195.00	15.3.19

	£290.00	

Financial support towards the cost of this residential trip is available to pupils who meet specific criteria. Please contact school to discuss support available. Further information about the Dukeshouse Wood Centre, the activities children will participate in can be viewed on the website (www.kingswood.co.uk/centres/dukeshouse-wood). However, further information will be provided at a meeting for parents nearer the time of the residential. If you would like your child to attend the trip but have specific concerns regarding any medical or personal issues your child may have, please do not hesitate to contact your child's teacher in the first instance who will endeavour to alleviate any concerns you may have.

Cont'd/.....

If you wish your child to attend this residential trip, please complete the reply slip below and enclose the **non-refundable deposit of £40.00 no later than Monday 8th October 2018.** You will then receive further information and all relevant paperwork for completion and return in due course. Please can we encourage parents to use the Parentpay facility in order to make payments. If you require any help activating your account or have lost your activation letter and log in details, please contact the office at your earliest convenience.

Yours sincerely

Mr J Moon
Y5/6 Phase Leader

DUKESHOUSE WOOD - 2019

Child's name _____

Class _____

Please delete as follows:

I **DO** wish my child to be considered for the Dukeshouse Wood residential trip in June 2019. I understand and agree to adhere to the payment deadline conditions as stipulated in the letter dated 13th September 2018 and I enclose the first non-refundable deposit of **£40.00** by the following method:

- cash
- cheque (payable to Eldon Grove Academy)
- parentpay payment

I **DO NOT** wish my child to be considered for the Dukeshouse Wood trip in June 2019.

Signed _____

Date _____

Relationship to child _____

Email address: _____

(This will be used to ensure you are kept informed of all deadlines and relevant information, meetings etc via Schoolcal). If you have not yet activated your Schoolcal account, please contact the office for support.)