



6 November 2019

Dear Parent/Carer

Year 7 Residential Trip to Conwy Centre, Wednesday 1- 3 April 2020

I am excited to be able to inform you that we are organising a trip to the Conway Centre for all of Year 7. This will be an ideal opportunity for learners to experience new and different activities and to encourage them to start Year 8 with a focus on making good progress throughout the curriculum. The centre offers a very valuable learning experience, setting learners a challenging programme of activities which go far beyond the scope of the normal school day. Learners who have previously attended a similar residential course in Year 7 have enjoyed the experience so much that it is often mentioned as one of the highlights of their time at Birchwood.

The centre runs a full programme of activities from 9am to 9pm. There is a wide range for us to choose from, including raft building, mountain biking, problem solving, zip wire, craft activities and archery. I will be selecting specific activities nearer the time and issuing a booklet with final information and instructions.

The cost of the trip is **£200 per learner**. This includes transport to and from the centre, board, lodgings and the cost of all the activities. The instalment schedule is shown in the table below and payment in full must be made by the 28 February 2019.

Date	Amount
19 November 2019	Deposit £50
6 December 2019	£50
24 January 2020	£50
28 February 2020	£50

Payments should be made using **Parentpay**, the school's online payment website. If you have not activated your Parentpay account please email finance@birchwoodhigh.org to request an activation letter. You can also use this email to request a **PayPoint** letter. This will allow you to pay by cash at any PayPoint location in the local area. Please note you cannot pay by cash or cheque at the school office.

To secure a place, please pay a non-refundable deposit of £50 and complete the medical information required on Parent Pay. **The deadline for deposits to be received will be Tuesday 19 November.**

Learners must demonstrate and maintain a high standard of behaviour and a positive attitude to learning in lessons this school year to be allowed to attend this residential. School reserves the right to withdraw your child's place where they display poor or unsafe behaviour in school. If this is the case, any money already paid for the trip will not be refunded.

I very much hope that your child will be able to attend. If you have any queries, please do not hesitate to contact me.

Yours sincerely,

Mrs J Butler
Year 7 Team Leader